

## Who we are:

Transportation is so basic that many of us overlook its overwhelming importance in our daily lives. Practically everything used in our homes, offices, or schools across Tennessee – from furniture to food items to clothing – requires a large and complex transportation network. The Tennessee Department of Transportation provides citizens of Tennessee and travelers with one of the best transportation systems in the country. TDOT is a multimodal agency with responsibilities in building and maintaining roads, aviation, public transit, waterways, railroads, cycling and walking. Our involvement ranges from airport improvements to funding transit buses to planning for river ports. The Department of Transportation has approximately 3,500 employees with four statewide region facilities in Knoxville, Chattanooga, Nashville, and Jackson. TDOT Aeronautics is located near the John C. Tune Airport in Nashville, TN.



### **Hazardous Materials/Air Quality and Noise Technical Specialist**

Environmental Division – Technical Studies Section, Hazardous Materials/Air Quality and Noise

Nashville, TN

\$60,600 - \$70,680 annually

#### **Job Overview**

The Hazardous Materials/Air Quality and Noise Technical Specialist works in a team setting, providing support and expertise to the Hazardous Materials/Air Quality and Noise Team, Technical Studies Section, Project Teams, and the Department. This position will assist the Hazardous Materials/Air Quality and Noise Senior Technical Specialist by providing the Project Teams with technically sound and timely information and deliverables while ensuring compliance with Federal and State requirements pertaining to identification, classification, assessment, documentation, and interagency consultation for hazardous materials, air quality, and traffic noise for TDOT projects. This position will assist in implementing the Quality Management Program as part of the Environmental Division's activities.

The Technical Specialist role requires collaboration with TDOT Divisions, Project Teams, consultants, contractors, and external stakeholders. This position must effectively articulate technical concepts as part of a matrix organization. The Hazardous Materials/Air Quality and Noise Technical Specialist will assist with ensuring all Technical Studies Section deliverables are applicable and readily accessible to assist with timely, accurate, and efficient decision-making. The position requires critical thinking with a focus on problem-solving to make well-informed decisions that increase the safety, performance, sustainability, and efficient delivery of the Department's transportation system.

#### **Essential Job Responsibilities of the Technical Specialist I, II, and III include:**

Assist in ensuring TDOT complies with the Clean Air Act (CAA), the Resource Conservation and Recovery Act (RCRA), the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the Superfund Amendments and Reauthorization Act (SARA), the Tennessee Petroleum Underground Storage Tank Act, the Federal Aid Highway Act and all other relevant state and federal laws and regulations governing hazardous materials, air quality, and traffic noise.

Review applicable TDOT projects by conducting desktop research and GIS database reviews to identify potentially contaminated properties, performing site visits for inspection, and promoting avoidance strategies to reduce project risks. Assist with preparation and/or review of Phase I and Phase II Environmental Site Assessment (ESA) documentation, including site sampling, testing, impact analysis, mitigation, and

coordination with federal, state, and local agencies on contamination treatment and disposal.

Review applicable TDOT projects and assist with determining air quality attainment status, conducting required analyses and modeling, assessing indirect and cumulative impacts, coordinating with FHWA on mitigation measures, and preparing interagency documentation.

Review applicable TDOT projects and assist with reviewing and conducting noise studies consistent with the PDN and in accordance with the Federal Highway Administration (FHWA) noise standards, TDOT's Policy on Highway Traffic Noise Abatement, and Team guidance to evaluate highway traffic noise and the consideration of noise abatement when noise impacts are predicted.

Serve as a resource for Project Teams as part of a matrix organization consistent with the Project Delivery Network (PDN) including research, fieldwork, documentation, and coordination related to hazardous materials, air quality, and traffic noise.

Remain current with applicable State and Federal Regulations that impact the deliverables developed by the Hazardous Materials/Air Quality and Noise Team. Implement discipline-specific policies and procedures.

Provide exceptional customer service to both internal and external customers by exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively.

Assist in ensuring hazardous materials, air quality, and traffic noise deliverables are consistent, predictable, and repeatable to provide for high levels of achievement, mitigation of risk, and an established track record of success.

Monitor field operations to gain an in-depth, practical understanding of the procedures and processes integral to the Team's functions.

**Additional Job Responsibilities for the TDOT Technical Specialist II and III include:**

Assist Project Teams as part of a matrix organization consistent with the PDN. Assist in delivering all products and services as required and providing input at all applicable project milestones, including Project Kick-Off, Risk Workshops, Project Scoping Meetings, Field Reviews, Plans, Specifications, and Estimates (PS&E) meetings. Assist project teams through collaboration to ensure the project schedule includes activities and durations related to hazardous materials, air quality, and traffic noise processes and procedures and to avoid, minimize, or mitigate impacts.

Review and interpret roadway design plans and assist in developing measures to avoid, minimize, or mitigate adverse effects on resources within a project's Area of Potential Effect (APE).

Consult with the FHWA, Environmental Protection Agency (EPA), Tennessee Department of Environment and Conservation (TDEC), public and local governments, and other applicable agencies associated with hazardous materials, air quality, and traffic noise. For consultations related to project designs, coordinate with the Project Manager and the Project Team to ensure accurate and complete communications of current avoidance and minimization efforts, parameters associated with current designs, and any related design changes or required mitigation measures that may need to be investigated as a result of agency coordination.

Assist in the oversight of external partners by serving on selection committees for hazardous materials, air quality, and traffic noise services, including assisting with scope of work development, attending project-specific marketing meetings, assisting with determining scoring criteria, assisting with project information sessions, when applicable,

serving as a scorer as part of the consultant acquisition process, and attending de-briefs for consultants where usable feedback must be provided.

Assist the Hazardous Materials/Air Quality and Noise Team Lead in the management of external partners, including the negotiation of contracts, review of consultant invoicing, management of contract tasks, and completion of consultant grading.

**Additional Job Responsibilities for the TDOT Technical Specialist III include:**

Provide mentoring to TDOT staff, consultants, and local agencies with respect to the Hazardous Materials/Air Quality and Noise Team.

Participate in the Project Teams as part of a matrix organization consistent with the PDN. Assist in delivering all products and services as required and providing input at all applicable project milestones, including Project Kick-Off, Risk Workshops, Project Scoping Meetings, Field Reviews, Plans, Specifications, and Estimates (PS&E) meetings. Assist project teams through collaboration to ensure the project schedule includes activities and durations related to hazardous materials, air quality, and traffic noise processes and procedures and to avoid, minimize, or mitigate impacts.

Assist with ensuring successful strategic partnerships with FHWA, regulatory agencies, and local governments to effectively implement TDOT's vision statewide.

Coordinate with the Hazardous Materials/Air Quality and Noise Senior Technical Specialist and the TDOT Technical Training Director and assist in the development and presentation of hazardous materials, air quality, and noise training and technical guidance that addresses acquired knowledge, risk management, technical design elements, and emerging technologies related to transportation for the purpose of improving team performance, creating a stronger understanding of the transportation industry, inspiring new ideas, and developing skills.

Perform quality assurance reviews of materials related to the Hazardous Materials/Air Quality and Noise Section. Ensure Hazardous Materials/Air Quality and Noise Section deliverables are in alignment with TDOT performance objectives.

**Qualifications**

**TDOT Technical Specialist I**

- Bachelor's Degree in Natural, Physical, or Environmental Sciences; or Environmental or Civil Engineering

**TDOT Technical Specialist II**

- Bachelor's Degree in Natural, Physical, or Environmental Sciences; or Environmental or Civil Engineering
- 1 year of demonstrated competency in an environmental field

**TDOT Technical Specialist III**

- Bachelor's Degree in Natural, Physical, or Environmental Sciences; or Environmental or Civil Engineering
- 2 years of demonstrated competency in an environmental field

**The Tennessee Department of Transportation reserves the sole right in determining the level of position based on the applicant's work experience, education, skill level, and all other appropriate factors, including business needs. Within 6 months of hire, employees must demonstrate successful mastery of corresponding work competencies**

**and skill blocks of the Technical Specialist Competency Program for the level of worker for which they were hired. If skills and competencies are not met during that period, the employee can be demoted to the level of worker for which he/she is qualified.**

#### **Ideal Candidate**

This position is a career path series within TDOT. The Hazardous Materials/Air Quality and Noise Technical Specialist I, II, or III demonstrates a combination of technical expertise, analytical skills, and effective communication abilities, including technical writing. They are aware of the challenges that come with coordinating with numerous stakeholders and have developed effective techniques to obtain the necessary input and support to complete transportation projects efficiently. The Technical Specialist is highly organized, critical thinker that ensures all information is handled efficiently, promoting efficient workflows, and eliminating redundancies.