

Who we are:

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 close to 3,400 employees statewide with regional facilities in Knoxville, Chattanooga, Nashville and Jackson. TDOT's headquarters is located in downtown Nashville.

What the Aeronautics Division does:

The Aeronautics Division supports, promotes, and delivers services that encourage and enhance a sustainable, efficient and safe air transportation system in Tennessee. The division provides financial and technical assistance to publicly owned airport operators for the planning, development, promotion, construction, and operation of public use airports throughout the state. The division is also responsible for annual airport safety and maintenance inspections, maintaining a statewide airport system plan, promoting aviation education throughout the state and providing flight services to all branches of state government.

For more information on this division, please see link below:

<https://www.tn.gov/tdot/aeronautics.html>



TDOT Intern

Aeronautics Division – Project Management

Location: Nashville, TN

Compensation: \$20.00/hourly

Overview

The Tennessee Department of Transportation is currently hiring a student intern for the Aeronautics Division's Project Management office located in Nashville, TN. TDOT Aeronautics Division (TAD) oversees the selection of airports statewide that need preventative maintenance. The intern will create or direct a way to create a cost index for TDOT Aeronautics Division. The intern will also review FHWA's National Highway Construction Cost Index and validate if the FAA has something similar. The intern will also review airport construction projects over the last 3 to 5 years and the Average Unit Cost Aeronautics Database to create a Construction Cost Index that can be utilized by the division to submit the correct future funding request.

Responsibilities

- Summarize list of possible airports with work needing to be conducted (itemized) for 2024.
- Review FHWA National Highway Construction Cost Index.
- Review if FAA has something similar.
- Review previous construction projects and visit various sites in-person (fly if it isn't within driving distance).
- Understand the project goals and issues.
- Create excel or dashboard showing the trendlines.
- Work with TDOT Project Managers to import additional new projects to FileNet.
- Accompany Program Monitors and Project Specialists on trips to airports and project sites to enhance their understanding of airport design and construction.
- Participate in airport inspections as well as design reviews for airport projects.

Minimum Qualifications

- Engineering discipline, Construction management, or Concrete Industry Management major required.
- Junior, or Senior Class Status required as of May 2024 OR recent Graduate as of Spring 2023.
- Legally authorized to work in the U.S.
- Strong oral and written communication skills, familiarity with Microsoft Office, Reading Comprehension, Problem Solving, Troubleshooting, Time Management and intermediate application of scientific rules and methods preferred.

To be considered for this position, please apply via [SurveyMonkey](#).

Please attach a two (2) page maximum résumé and a transcript to your application.

Applicants will be required to provide an academic portfolio showcasing academic achievements, experience, and knowledge.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.