

## 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 4,000 employees statewide with regional facilities in Knoxville, Chattanooga, Nashville and Jackson. TDOT's headquarters is located in downtown Nashville.

## What the Division does:

The Asset Management Division is responsible for the administration of several statewide programs to ensure the state roadway network and highway assets are maintained at an acceptable level of service by using cost effective measures. Specific responsibilities include establishing standard operating maintenance procedures and policies, development of an annual roadway maintenance budget, emergency management planning, pavement management, interagency and city maintenance agreements, and development of roadway maintenance contracts.

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

<https://www.tn.gov/tdot/maintenance/asset-management-office.html>



### Civil Engineering Intern

Headquarters Asset Management Office

Location: Nashville, TN

Compensation: 20.00/hourly

### Overview

The Tennessee Department of Transportation is currently hiring student interns studying Civil Engineering to work in the Headquarters Asset Management Office, located in downtown Nashville, TN. This intern will assist TDOT engineers in this office and will 1) review ESRI Field Maps and Survey123 to capture geospatial data from the field staff, 2) Review Snow Maps developed using existing excel spreadsheets imported into ArcGIS Pro, 3) review database deliveries from previous asset vendors to clean up data irregularities and assist in the creation of SOG's for future data deliveries, 4) review and correct concerning run along segments of State Roads, 5) Develop an understanding of the FHWA Emergency Relief Program major steps required for state DOT's to obtain reimbursement after a disaster occurs.

### Responsibilities

- Review Asset deliveries from our Data Collection Contract concerning storm drains (from roadway) that is reported from our vendor (can use this to draw in the side drains) Review MMS average daily production rates, work requests, scheduling, average unit prices, and Activity Standards.
- Recommend corrections to the Culvert and Underdrain database data.
- Assist with creating and/or modification of a Power Apps application for future use
- Create an ArcGIS Hub that would assist with future data collection summarizing previous documents used to centralize the information.
- Review Street Smart and report out cruise mode issues, test out other functionality and make recommendations for any additional uses that isn't outlined.
- Review existing snow spreadsheets that were used to create phased snow maps

### Qualifications

- Civil Engineering, Mechanical Engineering, Data Science, Geographic Information Systems, Business, or Statistics major required.
- Junior, or Senior Class Status required as of May 2023 OR recent Graduate as of Spring 2022.
- Legally authorized to work in the U.S.
- Familiarity with Microsoft Office and strong communication skills 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.*