

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

## What we do:

The Roadway Design Office is responsible for providing guidance and oversight for TDOT personnel by establishing roadway design criteria, maintaining, and developing roadway design standards and training manuals, ensuring roadway plans meet the state and federal policies as well as the targeted quality assurance and compliance standards.

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

<https://www.tn.gov/content/tn/tdot/find-local-information.html>



### TDOT Intern

#### Region 4 Roadway Design

Locations: Jackson, TN

Compensation: \$21.00/hourly

### Overview

The Tennessee Department of Transportation is currently hiring a student intern to work in the Region 4 Design office located in Jackson, TN. The TDOT intern will learn the basics of roadway design by attending self-paced and in-class training courses throughout the summer to increase their knowledge of TDOT design guidelines, specifications, and standard drawings. The intern will learn and understand construction plans, Roadway Design procedures, and internal & external design coordination.

### Responsibilities

- Participate in Design Related Training such as MicroStation V8i course, TDOT GEOPAK Road Course, ORD Fundamentals, and TDOT Highway Contract Plans Reading.
- Work in a design office environment with Engineers and Specialists.
- Estimate Roadway Quantities, Including Pay Item Number, Description, Unit, and Quantity, consistent with TDOT Specifications.
- Assist with plans preparation, including cutting sheets and labeling pertinent information for assembling the Functional Design Plans and appropriate submittal documentation.
- Effectively Coordinate with the Roadway Design team and coordinate with other disciplines to ensure the needs of the project are met.

### Minimum Qualifications

- Civil Engineering major required.
- Junior, or Senior Class Status required as of May 2025 OR recent Graduate as of Spring 2024.
- Legally authorized to work in the U.S.
- Good communication skills, ability to use spreadsheets, time management, report writing, problem solving, and attention to detail preferred.
- Knowledge of basic CAD software is preferable.

To be considered for this position, please visit the [TDOT Summer Internship Program](#) website and submit an application.

**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.*