

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

## What we do:

The Maintenance Office is responsible for snow and ice removal (winter), highway mowing (summer), debris removal, pavement management, development of roadway maintenance contracts, and facility maintenance.

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

<https://www.tn.gov/tdot/about/tdot-organizational-charts/org-chart-region-4.html>



**TDOT Intern**  
District 49 Maintenance  
Location: Arlington, TN  
Compensation: \$16.00/hourly

## Overview

The Tennessee Department of Transportation is currently hiring a student intern to work in the regional Maintenance office located in Arlington, TN. This intern will become familiar with operations scheduling, maintenance projects, Maintenance Quality Assurance inspections (MQA's), road evaluation, permitting processes, traffic control, and safety objectives.

## Responsibilities

- Performing Maintenance Quality Assurance inspections (MQA's)
- Assist TDOT staff with inputting MQA's into computer system, reviewing traffic control, and assisting in work flow planning on maintenance projects within the district.
- Contract analysis in computer software programs
- Roadway and bridge inspections
- Asphalt and concrete analysis
- Review Right-of-Way Permits and inspect contractor activities
- Review Daily Work reports sent by Technician Seniors

## Minimum Qualifications

- Civil Engineering major required.
- Junior, or Senior Class Status required as of May 2021 OR recent Graduate as of Spring 2020.
- Legally authorized to work in the U.S.
- Familiarity with Microsoft Office and foundational transportation engineering concepts.

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

**Selected candidates will be required to provide two letters of reference (professional, or personal).**

*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.*