

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.



Specialty & New Products Engineering Technician 4
Materials and Tests Division – Operations Support Section
Nashville, TN
\$57,912 annually

Job Overview

The Specialty & New Products Engineering Technician 4 plays a crucial role in ensuring only fully vetted and approved specialty, new, and proprietary products are incorporated into TDOT's infrastructure projects. This position is an expert in administering the processes to manage specialty, new, and proprietary products. This position assists with identifying and offering possible solutions to project challenges related to the use of non-standard products and materials, minimizing variability in project deliverables, and ensuring the sustainability of the Department's Work Program.

The Specialty & New Products Engineering Technician 4 assists in ensuring Department policies, specialty and new products specifications, special provisions, technical guidance, and procedures are followed for all TDOT infrastructure construction and maintenance projects. This position assists in ensuring all requirements are met before proprietary products are incorporated into TDOT projects. The Engineering Technician 4 must effectively articulate a broad array of technical concepts through training, mentoring, and collaborating as part of a matrix organization.

Essential Job Responsibilities

Assist with supporting Project Teams and the efficient delivery of TDOT's Work Program by serving as the subject matter expert (SME) on the allowable use of specialty, proprietary, and new products in TDOT's infrastructure construction and maintenance projects.

Integrate Quality Management into all deliverables to ensure all specialty, new and proprietary products used by TDOT have been documented, tested, approved, and specifications developed in accordance with federal, state, and TDOT requirements. Ensure quality control tasks associated with specialty, new, and proprietary products are conducted in accordance with TDOT's Quality Assurance Process requirements.

Assist internal and external stakeholders with the use and management of the Qualified Products List (QPL).

Assist and guide specialty, new, and proprietary materials and products producers on TDOT processes and requirements to gain approved-for-use status. Assist with specialty, new, and proprietary product data incorporation into SiteManager and AASHTOWare Project as required.

Monitor the incorporation of specialty, proprietary, and new products into TDOT infrastructure construction and maintenance. Assist with Independent Assurance and acceptance testing for all specialty, new, and proprietary products.

Participate on National Transportation Product Evaluation Program technical committees as required.

Remain current on the best practices and newest guidance for the use of specialty, new, and proprietary products. Guide the use of specialty, new, and proprietary products by TDOT. Provide input on optimizing the use of specialty, new, and proprietary products that contribute to delivering the Department's Work Program.

Assist in ensuring the incorporation and management of specialty, new, and proprietary products into TDOT's infrastructure construction and maintenance are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, and an established track record of success.

Provide exceptional customer service to TDOT staff on the allowable use of specialty, new, and proprietary products in TDOT projects. Provide exceptional customer service to producers of specialty, new, and proprietary products on the processes and methods for product approval. Share acquired knowledge with Project Teams ensuring information on approved specialty, new, and proprietary products is easily accessible and organized. Exercise effective listening and communicating effectively.

Qualifications

- High school diploma or equivalent
- 4 years of demonstrated competency in product evaluation, materials testing, specification writing, or related field
- Completion of the Engineering Technician Proficiency Program levels I through III.

OR

- High school diploma or equivalent
- 4 years of demonstrated competency in product evaluation, materials testing, specification writing, or related field, including at least one (1) year of experience with leading crews or teams on assignments and/or training employees, including effective communication through active listening, and providing verbal and written instructions.

OR

- Associate degree
- 2 years of demonstrated competency in product evaluation, materials testing, specification writing, or related field, including at least one (1) year of experience with leading crews or teams on assignments and/or training employees, including effective communication through active listening, and providing verbal and written instructions.

Ideal Candidate

The Specialty & New Products Engineering Technician 4 is proficient in all matters related to specifying, testing, approving, and managing allowable specialty, new, and proprietary products for TDOT. They assist with creating an open environment that encourages effective communication and collaboration with both internal and external stakeholders to optimize the available use of specialty, new, and proprietary products. They act as a role model for achieving accountability on the approval and use of specialty, new, and proprietary products. The Engineering Technician 4 is collaborative and works closely with a broad array of internal and external stakeholders. They are

passionate advocates for the importance and value of approved specialty, new, and proprietary products provided in meeting TDOT's mission.