

## 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.



### **Statewide Technical Specialist – Safety Training and Fleet Safety** Occupational Health and Safety Division – State Safety Section Nashville, TN \$99,864 annually

#### **Job Overview**

The Occupational Health and Safety Statewide Safety Training and Fleet Safety Technical Specialist plays a critical role in promoting a safety culture and ensuring training is performed in compliance with regulatory agencies. This position will implement national best practices and emerging technologies into cross-discipline technical training and fleet management that lay the framework for the recognition and prevention of health and safety risks to TDOT employees and highway workers.

This position must effectively articulate technical concepts through training, mentoring, and collaborating as part of a matrix organization. The Statewide Technical Specialist will continuously evaluate driver behavior data and other performance indicators to ensure safety, increase performance, and mitigate risk to fulfill safety training and fleet safety objectives in alignment with the Department's strategic goals.

#### **Essential Job Responsibilities**

Promote a culture of safety by developing a comprehensive safety training matrix in collaboration with the State Safety Engineering Manager, Technical Training Director, the Regions, and the Divisions that focuses on the implementation of safety policies, guidelines, and procedures in support of highway maintenance activities, including the fleet safety program; job hazard analyses; the statewide construction project safety inspection program for both TDOT employees and contractors; highway incident response activities and garage operations; the ability to troubleshoot field issues during construction and maintenance activities, and investigations into workers' compensation.

Implement and monitor a comprehensive safety training dashboard to provide for data-driven, decision-making; enhanced collaboration with TDOT leadership and relevant stakeholders; record-keeping and training data reporting as required by regulatory agencies; a means to identify trends and patterns that depict the effectiveness of the fleet safety program and the safety training, including a reduction of property damage and personal injuries related to vehicle and equipment operation, mitigation of accidents, and potential costs to TDOT.

Provide exceptional customer service to internal and external customers by embracing agility in delivering impactful training, providing technical guidance, exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively.

Create sustainable learning by assessing the effectiveness of fleet safety and safety training programs through participant feedback, performance metrics, and post-training evaluations. Conduct follow-up activities that include assessments and coaching check-ins. Systematically update training materials in collaboration with the State Safety Engineering Manager, Technical Training Director, the Regions, and the Divisions to ensure alignment with the strategic vision of TDOT related to the safety of employees and contractors.

Implement innovative training tools in partnership with the Bureau of Engineering (BOE) Alignment Team to provide an immersive learning experience that has a lasting effect and inspires organizational change.

Remain current on industry trends, best practices, and technological advancements relevant to fleet safety and training for employee and highway worker health and safety. Routinely collaborate with all appropriate TDOT offices and external stakeholders to incorporate acquired knowledge and risk mitigation into the development of training materials. Collaborate with the Occupational Health and Safety Statewide Policy and Regulatory Compliance Specialist and industry partners to ensure training content aligns with changing practices, regulations, statutes, specifications, policies, and procedures. Participate in regional and national working groups, research, committees, and training opportunities that benefit the health and safety of all who utilize TDOT's infrastructure network.

Facilitate safety training sessions that ensure a dynamic and engaging learning experience, focused on recognizing needed changes to behavior and bridging gaps in knowledge, to ensure the effective implementation of TDOT's safety policies, guidelines, and procedures.

Assist in ensuring Occupational Health and Safety Training deliverables are consistent, predictable, and repeatable to provide consistently high levels of achievement and an established track record of success.

### **Qualifications**

- Bachelor's Degree in transportation management, engineering, occupational health and safety, or related field.
- 8 years of demonstrated competency in occupational safety or a transportation-related field.

OR

- Master's Degree in transportation management, engineering, occupational health and safety, or related field.
- 7 years of demonstrated competency in occupational safety or a transportation-related field.

### **Ideal Candidate**

The Occupational Health and Safety Statewide Training and Fleet Safety Technical Specialist is an essential member of the TDOT team who possesses the unique ability to convey complex technical concepts in a clear and engaging manner. They are aware of the challenges that come with coordinating with numerous stakeholders and have developed effective techniques to obtain the necessary input and support to develop and implement health and safety training across the Department efficiently. They are passionate about learning, coaching, and supporting staff. The Statewide Technical Specialist is highly organized and ensures all information is handled efficiently, promoting efficient workflows, eliminating redundancies, and ensuring the health and safety training program's success.