

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.



Operations Safety Manager

Occupational Health & Safety Division – Operations Safety Section
Nashville, TN
\$107,004 annually

Job Overview

The Operations Safety Manager will lead, mentor, and train the Operations Safety Section through empowerment, communication, and delegated authority. This position will focus on the continued growth and development of TDOT's safety culture. The Operations Safety Manager will develop work plans that align with the Operations Safety Section's strategic vision and will effectively delegate authority and responsibility, when applicable while ensuring the availability of resources for the success of the Operations Safety Section. The Operations Safety Manager will support the strategic vision of the Department through the management of daily operations that impact the safety of TDOT's employees, including processes and procedures that are carried out by both HQ Safety staff and Region Safety staff on a programmatic basis.

The Operations Safety Manager will oversee key components of the Safety Program, including data collection, analyses, and reporting of safety-related issues. This position will manage internal and external safety-related communication between the Health & Safety Division and the Regions as well as regulatory agencies. The Operations Safety Manager will supervise technical staff and develop performance plans, schedules, and budgets, ensuring each team member's expected outcomes, performance, and accountability. The Operations Safety Manager will research national best practices to drive innovation and efficiency within each technical unit as part of the Operations Safety Section.

Essential Job Responsibilities

Manage resources and staff utilization to allow the Operations Safety Section to perform their roles effectively and efficiently, optimizing the Team's ability to successfully address TDOT employee health and safety-related challenges, including the operational components of TDOT's Safety Program related to Personal Protective Equipment, contract development and procurement of safety supplies, and activities supporting the Safety Campaign.

Establish and ensure there is a direct relationship between quality and work outcomes by providing statewide management and guidance in the development and implementation of standard safety-related tasks performed by Regional Safety staff, including Facility and Building Safety Inspections, Work Zone Safety Inspections, Construction Project Safety Inspections, and Weekly/Monthly Safety Meetings. Coordinate with the TDOT Technical Training Director to facilitate the development of

a comprehensive safety training matrix that builds on partnerships with the American Traffic Safety Services Association, the North American Association of Transportation Safety & Health Officials, and the Federal Highway Administration to address accident and injury trends, mitigation strategies, and technologies that could improve employee safety. Manage the development and implementation of a formal “near miss”/ “good catch” program to serve as a leading indicator of a safe culture within TDOT and identify unsafe trends for the purpose of determining preventative countermeasures.

Manage change, clarifying the vision, taking ownership of the change, communicating effectively, remaining transparent, and holding yourself and others accountable throughout the process.

Support Project Teams, as part of a matrix organization, in defining critical goals and intended outcomes with respect to the application of Work Zone Field Manual concepts.

Lead the Operations Safety Section in providing exceptional customer service to both internal and external customers, by managing the flow of safety-related communication between the HQ Safety Office and Region staff and ensuring all information is effectively disseminated; exercising effective listening skills; providing prompt responses; ensuring the efficient processing of post-injury/accident investigations and reviews; identifying follow-up measures to address trending safety concerns; providing support and ensuring the active use of the Work Zone Field Manual through quarterly communication with Region Safety, District Operations, and Safety Council members; maintaining complete and accurate documentation, and soliciting feedback to determine the effectiveness of employee health and safety. Facilitate the expansion of TDOT’s Safety Culture by developing a platform that enables employees to share their “4” with others and actively encourage Department leadership to engage employees with respect to the safety campaign.

Remain current on revisions to federal and state requirements related to safety and safe work practices; foster partnerships with other agencies and committees to promote work zone safety; implement emerging technologies and build on national best practices; and systematically identify areas for which there are opportunities for growth.

Manage various operational components of TDOT’s Safety Program, including the implementation of Work 4 Us daily checklists in all operational units; the participation with Vehicle-Equipment Incident Review Team (VEIRT) Review Committee; the proceedings of TDOT’s District Operations Safety Council and the expansion into other facets of departmental operational activities; the scheduling and facilitation of both Division and statewide safety meetings; the development of a report process for actual Property Damage costs; and all communication with regulatory agencies, including TN OSHA following either incidents or inspections.

Oversee the selection, procurement, and implementation of a comprehensive Safety Management System (SMS) for collecting, processing, reporting, and accurately retaining property damage and personal injury data.

Qualifications

- Bachelor’s degree in transportation management, logistics, engineering, occupational health and safety, or related field
- 8 years of demonstrated competency in occupational safety or transportation related field
- 2 years of demonstrated competency in supervision

Ideal Candidate

The Operations Safety Manager has an important role in overseeing the day-to-day operations of TDOT’s safety program. They flourish in inspiring and motivating their team members by fostering a safety culture, continuously driving its growth and development within the department, and prioritizing safety in all aspects of their work. The

Operations Safety Manager is a collaborator, working closely with other TDOT Divisions, Regions, and Task groups to implement effective safety protocols and initiatives.