

## 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.



### **Bridge Inspection Team Lead** Region Operations – Field Operations \$109,200 annually

#### **Job Overview**

The Bridge Inspection Team Lead will lead, mentor, and train the Bridge Inspection Team through empowerment, communication, and delegated authority. This position will develop Work Plans that align with the Bridge Inspection Section's strategic vision and will effectively delegate authority and responsibility, while ensuring the availability of resources for the Bridge Inspection Team to be successful.

This position will implement Department policies, discipline-specific technical guidance, procedures, and manuals to lead and assist the Bridge Inspection Team in producing deliverables and implementing the Quality Assurance Program as part of the Department's Work Program. The Bridge Inspection Team Lead will supervise technical staff and implement performance plans, procurement, schedules, and budgets, ensuring expected outcomes, performance, and accountability of each team member. The Bridge Inspection Team Lead will research national best practices to drive innovation and efficiency within each technical unit of the Bridge Inspection Team.

#### **Essential Job Responsibilities**

Manage resources and staff utilization and assist Project Managers in the management of external partners together with the Professional Services Division, including negotiating contracts, reviewing consultant invoicing, developing contract scopes, managing contract tasks, and completing consultant grading.

Establish and ensure that there is a direct relationship between quality and work outcomes by developing and implementing standards for the Bridge Inspection Team and coordinating with the Quality Team Lead in assisting with quality control tasks as per the TDOT Quality Assurance Process with respect to field review of bridge inspection teams, inspection techniques, inspection reports, database entry, and consultant work products within specified inspection cycles.

Assist in the development of Consultant Acquisition Plans (CAP), which supports internal inspection teams and oversight of external partners by serving on selection committees for professional engineering services as part of the Brooks Act. Provide support in the development of the Request for Proposal (RFP) by attending project-specific marketing meetings, determining scoring criteria, participating in project information sessions, serving as a scorer as part of the consultant acquisition process, and attending debriefs with consultants.

Manage change, clarify the vision, take ownership of the change, communicate effectively, remain transparent, and hold yourself and others accountable throughout the process.

Participate on Project Teams as part of a matrix organization in developing the project vision for those projects having the highest complexity; define critical goals and intended outcomes for the scope, schedule, procurement, budget, and quality in coordination with the Project Manager related to the bridge inspection program and maintenance program; support Project Management staff by writing and reviewing the bridge inspection and rehabilitation Scope of Work in collaboration with TDOT Structures Design, TDOT Environmental, TDOT Maintenance, and TDOT Construction; apply context-sensitive design strategies; effectively coordinate with other units within TDOT to mitigate constructability and maintenance concerns as part of the Functional Design Plans development per the Project Delivery Network (PDN); proactively assess risk factors; and, for Project Teams associated with Alternative Delivery Contracts, forecast the cause and effect of implementing Alternative Technical Concepts related to the Request for Proposal (RFPs), project cost, and construction timing.

Lead the Bridge Inspection Team in providing exceptional customer service to both internal and external customers by exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively.

Guide the development and implementation of revisions to the National Bridge Inspection Standards (NBIS), Specification for the National Bridge Inventory (SNBI), Bridge Inspector's Reference Manual (BIRM), and TDOT Bridge Inspection Manual, standards, and guidelines related to guiding bridge inspection teams to safely and comprehensively inspect bridges and quality management components. Inform and instruct each bridge inspection team of any procedure changes as set forth by the FHWA or the State Structures Division. Occasionally perform or delegate the NBIS Team Leader components for complex projects having the highest degree of risk, assist with the review of inspection and contractual document, and assist with Risk Assessments.

Share information on national best practices related to NBIS, SNBI, BIRM, and maintenance standards for TDOT employees, contractors, and the traveling public; incorporate research, evaluations and implementation of emerging technologies; and integrate statutory and regulatory requirements into TDOT's guidance documents, processes and procedures. This may include unique access techniques such as drones and rope access, whether internally or externally performed.

Guide the development and implementation of a tracking mechanism that ensures the contractual agreements, scope, schedule, budget, and quality of all bridge inspection and maintenance projects supporting the delivery of the Department's Work Program while also ensuring compliance with Federal and State design standards and inspection regulations.

Provide oversight in the development of Bridge Inspection deliverables that are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, and an established track record of success. Coordinate deliverable reviews with internal and external team members to maintain quality for repairs and maintenance activities.

### **Qualifications**

- Bachelor's Degree in Civil or Structural Engineering
- 5 years of demonstrated competency in bridge inspections
- Licensed Professional Engineer (PE)
- NBIS Certified Bridge Inspection Team Leader
- Non-Redundant Tension Member (Fracture Critical) Certification

### **Ideal Candidate**

The Region Bridge Inspection Team Lead is crucial in ensuring the safety of Tennessee's transportation system. They possess a wide range of technical skills, from bridge inspection analysis and compiling field data to scoping for repair/rehabilitation and engineering judgment, that are essential for all aspects of structural engineering. As a leader among their peers, the Region Bridge Inspection Team Lead works closely with other engineering experts and project managers to evaluate the safety and adequacy of the state's structures. Their communication skills are an essential technical skill set, as they can easily visualize the necessary steps and effectively communicate them to their team, peers, and leadership.