

## 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. TDOT Aeronautics is located near the John C. Tune Airport in Nashville, TN.



### **Region Geodetics Foreman** Region Preconstruction – Geodetics Section \$75,420 annually

#### **Job Overview**

The Region Geodetics Foreman will lead, mentor, and train the Region Geodetics Team through empowerment, communication, and delegated authority. This position will deliver work products that align with the Region Geodetics Section's strategic vision and will effectively delegate authority and responsibility, when applicable, while ensuring the availability of resources for the Region Geodetics Team to be successful.

This position will assist in the implementation of Geodetics policies, provide technical guidance, lead a team of Geodetic Technicians, and assist the Region Geodetics Section in managing deliverables through coordination with the Geodetics Manager and implementing the Geodetics Quality Assurance Plan that focuses on ensuring quality, minimizing variability, and providing flexibility on a risk-based scale to maximize efficiency as part of the Department's Work Program. The Region Geodetics Foreman will supervise technical staff and will develop performance plans, schedules, manage project budgets, and ensure expected outcomes, performance, and accountability of each team member. The Region Geodetics Foreman will drive innovation and efficiency within each technical unit as part of the Region Geodetics Section.

#### **Essential Job Responsibilities**

Oversee and supervise internal resources to maintain and improve efficient data collection teams for the creation of timely and quality survey products. The Geodetic Foreman is the point of accountability for the field operations of survey data collection, site layout survey and staking, and producing complete and quality data visualized in CADD.

Establish and ensure that there is a direct relationship between quality and work outcomes by implementation of standards for the Region Geodetics Section in collaboration with the Regional Geodetics Manager and the Quality Team Lead. Perform quality control tasks as per the TDOT Quality Assurance Process with respect to geodetics deliverables.

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

Interact with Project Teams, as needed, as part of a matrix organization reporting to the geodetics function team lead, support the Geodetics functional team lead by

assisting with the Geodetics Scope of Work in collaboration with Roadway, Maintenance, Ecology, Geotech, Utilities, Hydraulics; assist project teams in the implementation of emerging geodetics technologies and equipment, coordinate and optimize survey efforts including the use of UAS, oversee and coordinate the efficient collection of field data and producing CADD products that completely and accurately document existing roadway features; assist Project Management staff by coordinating applicable concerns with Geodetics Functional Lead and Project Delivery Network (PDN) team; and ensure workflows provide for accuracy and efficiency in delivering projects as part of the Department's Work Program.

Lead staff to operate a safety-focused roadside workspace that is centered on hazard recognition, risk assessment and mitigating safety issues with scrutiny of process and technology selection. Oversee the use of the TDOT Survey Manual, TDOT OHS Policies, and the Manual of Uniform Traffic Control Devices to establish survey work zones. Maintain a safety-forward work program with teams and ensure team members follow policies and procedures.

Effectively plan and direct the tasks and goals of field survey crews with input from Managers, Team Lead, and the PDN Team members. Anticipate project needs and schedule balanced with weather, training, and operational needs. Coordinate the work of the crew with internal and external contributors for mapping, traffic control planning, scheduling, and operational needs. Submit TN 811 locate requests and conduct subsurface location of utilities by working with internal and external utility personnel. Perform property and ROW research and provide crews with the information necessary to locate property and ROW evidence.

Assist the Region Geodetics Section 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.

Coordinate with Unmanned Aircraft Systems (UAS) Administrator for the use of UAS within Geodetics and ensure the Geodetics team follows established TDOT policies and procedures for UAS.

Implement the state's resource and utilization tracking mechanisms that ensure the scope, schedule, budget, and quality of all geodetics deliverables. Support the delivery of the Department's Work Program while also ensuring compliance with Federal and State legislation; and ensure all workflow items are addressed as per the PDN and within the time constraints laid out by the project's schedule and maintain a single-point data system to provide TDOT staff with geodetics data for the Region. Implement the TDOT Geodetic Technician Proficiency Program to empower employees to reach their career goals and grow their skillset. Mentor employees to achieve the skills and ability to meet the goals of the Department.

Assist in ensuring the Geodetics deliverables are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, and an established track record of success. Organize, QA, and import collected field data into ORD Survey Model (field-to-finish only). Utilize ORD and survey software to prepare digital deliveries for stake out, lay out and assisting field data collection. Analyze and track all data sets to ensure conformance to maximum error limits. Monitor and track physical assets and inventory.

### **Qualifications**

- High school diploma and 5 years of demonstrated competency in land or aerial surveying, preferably in a transportation field
- Registered Professional Land Surveyor (RLS) preferred

### **Ideal Candidate**

The Region Geodetics Foreman is an expert on all matters related to the efficient operation of technical crews and delivery of quality survey data in CADD. They are leaders who create an open environment that encourages communication and collaboration with their team assuring accountability. The Region Geodetics Foreman is collaborative and works closely with survey crews and Quality Team to ensure that all geospatial data collected and managed by the department is of the highest quality, and they are passionate advocates for the importance of geodetics within TDOT.