

## 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.



### **Roadway Quality Team Lead** Region Preconstruction – Roadway Design \$109,200 annually

#### **Job Overview**

The Region Roadway Quality Team Lead will lead, mentor, and train Region Roadway Quality Teams through empowerment, communication, and delegated authority. This position will implement work plans that align with the Region Roadway Quality Section's strategic vision and will effectively delegate authority and responsibility, when applicable while providing the resources needed for the Region Roadway Quality Team to be successful. The Region Roadway Quality Team Lead will confirm integration of Region Hydraulics and ROW engineering into Roadway Designs, taking the lead in fostering the collaborative effort necessary for developing transportation projects that meet the scope, schedule and budget.

This position will implement department policies, discipline-specific technical guidance, procedures, and manuals to lead and assist the Region Roadway Quality team in reviewing deliverables and implementing the Quality Assurance Program as part of delivering the department's work program. This position is responsible for managing the review process in the design of roadway plans, approving PDN changes, quality assurance of construction packages, and responsible for reviewing the quality process engaged in the final engineer's package. This position will coordinate with the Region office as well as Headquarters. The Region Roadway Quality Team Lead will supervise technical staff and will implement performance plans, schedules, and budgets, ensuring expected outcomes, performance, and accountability of each team member and pilot national best practices within the Region Roadway Quality team and will report and recommend ideas that drive innovation and efficiency.

#### **Essential Job Responsibilities**

Manage resources and staff utilization to allow the Region Roadway Quality Team to perform their roles effectively and efficiently, optimizing the Team's ability to successfully address quality program and systemic issues, and collaborate with design teams to complete consultant grading with respect to Roadway Design.

Integrate Quality Management into all deliverables in compliance with the PDN with the purpose of reducing plan errors, right-of-way delays, construction delays, and contractor claims and lead the Region Roadway Quality Team with quality assurance tasks as per the TDOT Quality Assurance Process. Identify repeating quality concerns and issue Corrective Action Plans to address items that are consistently encountered.

Assist in developing the quality aspects of a consultant acquisition plan and assist in the oversight of external partners by serving on selection committees for professional engineering services as part of the Brooks Act, including assisting with quality aspects

of RFP development, assisting with determining scoring criteria, assisting with project information sessions, when applicable, serving as a scorer as part of the consultant acquisition process, and attending de-briefs for consultants where usable feedback must be provided.

Manage change by serving as the bridge between executive direction and the envisioned change, clarify the vision, take ownership of the change, communicate effectively, remain transparent, and hold yourself and others accountable throughout the process as part of the Region Roadway Quality team.

Serve on Project Teams as part of a matrix organization in developing the project vision for those projects having the highest complexity; define critical quality goals and intended outcomes for the scope, schedule, budget, and quality in coordination with the Project Manager; effectively coordinating 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 quality risk factors; and, for Project Teams associated with Alternative Delivery Contracts, forecast the quality effects of implementing Alternative Technical Concepts related to the Request for Proposal (RFPs), project cost, and construction timing.

Lead the Region Roadway Quality team in providing exceptional customer service to customers, exercise effective listening skills, provide prompt responses, maintain complete and accurate documentation, and communicate effectively.

Remain current on revisions to the design codes, standards, and guidelines related to roadway and hydraulics-related design components to ensure all guidelines, standards, and instructional bulletins that relate to the design quality are followed.

Implement, improve and update quality tracking in the Division that ensures all quality items are addressed as per the PDN and the project's schedule.

Assist in ensuring the Roadway Quality deliverables are consistent, predictable, and repeatable to provide for consistently high levels of achievement, mitigation of risk, and an established track record of success.

### **Qualifications**

- Bachelor's degree in Civil Engineering
- Licensed Professional Engineer (PE)
- 5 years of demonstrated competency in a transportation engineering related field

### **Ideal Candidate**

The Region Roadway Quality Team leads the way for roadway design excellence. They are the thought partner, problem-solver, and decision-maker for the team. The Region Roadway Design Quality Team Lead is a coach and mentor who helps articulate an enterprise vision and provides guidance on best practices, creating a center of excellence within their Region. They are inquisitive problem-solvers and strong communicators who can easily translate complex concepts to various audiences. The Region Roadway Quality Team Lead is effectively the primary collaborator, reviewer, and communicator of all things Roadway Design.