

Who we are:

TDOT is a multimodal agency with responsibilities in aviation, public transit, waterways, railroads, and cycling and walking. Our involvement ranges from airport improvements to funding transit buses to planning for river ports.

The Department of Transportation (TDOT) has close to 4,100 employees statewide with regional facilities in Knoxville, Chattanooga, Nashville, and Jackson. TDOT's headquarters is located in downtown Nashville.

What we do:

The Tennessee Department of Transportation (TDOT) provides citizens and travelers of Tennessee with one of the best transportation systems in the country.

For more information on this division, please see link below:

<https://www.tn.gov/content/t/ndot/tdot-construction-division.html>



Civil Engineering Manager 2

Location: Nashville, TN (Remote work location is available)

Compensation: \$6,654.00/month - \$10,661.00/month

Overview

The Tennessee Department of Transportation is currently hiring a full-time **Civil Engineering Manager 2** professional for our Headquarters location in Davidson County.

The Headquarters Construction Division has multiple responsibilities; including the prequalification of contractors, bid lettings, contract awards, sub-contract approval, change order approval, establishing construction policies and procedures, and several other administrative functions. This position will be in the Contract Administration office reporting to the Deputy Director of Construction.

Responsibilities

- Develop contract proposals during each construction letting, including contract completion time, required special provisions, and any work restrictions
- Review and approve contractor bid authorizations during each letting, prepare and issue addendums for contract changes during the letting period
- Coordinate with various Divisions in the Department during the letting period
- Conduct bid reviews and bid analysis for projects let to construction
- Conduct bid analyses to seek bidding trends, unbalanced bidding, or other bidding discrepancies
- Review Change Orders on active projects
- Assist in contract claims reviews
- Review plans, specifications, and special provisions
- Other duties as assigned

Qualifications

- Graduation from an accredited college or university with a bachelor's degree in civil engineering
- Registration as a professional engineer with the State of Tennessee in civil engineering
- Four (4) years of full-time related transportation engineering and management experience

Desired, but not required skills include experience and knowledge in:

- Three to five (3-5) years of highway and bridge construction experience.
- Roadway, Traffic, Geotechnical, Bridge, Construction Materials, etc. plans, technical drawings, and specifications.
- Construction Contract Administration.
- Above average computer skills (preferred knowledge of AASHTOWare Project modules or other contract administration software).
- Scheduling and construction management.

Applications must be submitted online in order to be considered for the position.

Interested applications should apply online at: <https://www.tn.gov/tdot/human-resources-home/tdot-careers.html> Select: **076282 - CIVIL ENGINEERING MANAGER 2-03092022-28528**
Questions? Email TDOT.Careers@tn.gov

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.