

## 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.



### **Safety Statewide Technical Specialist** Traffic Design Division – Safety & Work Zone Section Nashville, TN \$99,864 annually

#### **Job Overview**

The Safety Statewide Technical Specialist will research and assist with all aspects of TDOT's safety policies, procedures, specifications, training, manuals, practices, processes, and systems. This position will provide support to the Statewide Safety Engineer and Project Teams directly responsible for delivering projects for all phases of the Project Delivery Network (PDN) according to the project's scope, budget, and risk. These projects will range in complexity and risk from simple to exceedingly complex. The Safety Statewide Technical Specialist role requires collaboration with multiple TDOT Divisions, project team members, contractors, consultants, local agencies, the public, and other external stakeholders. It requires critical thinking and professional judgment to solve safety-related problems and make well-informed decisions that increase the safety needs of the Department's transportation system.

The Safety Statewide Technical Specialist ensures that the Department's safety policies, procedures, specifications, and technical guidance related to TDOT's pre-construction design and engineering production are current and accurate for incorporation into the project delivery process. This position assists in implementing the Quality Assurance Program as part of the State Engineering Division's activities. This position must effectively articulate technical concepts and information through training, mentoring, and collaborating as part of a matrix organization. This position provides technical assistance and guidance related to safety policies and regulations throughout all project life cycles to Project Teams, TDOT Headquarters (HQ) Divisions, Region offices, local agencies, the public, and other external partners and stakeholders. The Safety Statewide Technical Specialist assists the Project Management Division in making necessary adjustments to ensure that the work completed aligns with the Department's Asset Management and Strategic goals.

#### **Essential Job Responsibilities**

Regularly assess facilities, transportation infrastructure, programs, and services to ensure compliance with safety regulations. Identify areas of non-compliance and work with others to develop and implement corrective action plans improving safety for motorists, pedestrians, bicyclists, individuals with disabilities, and TDOT construction and contractor staff, in addition to prioritizing traffic mobility for construction projects for those projects having the highest complexity. Monitor and manage TDOT's safety manuals and other applicable safety guidelines while assisting local agencies in developing and maintaining their safety plans. Coordinate and track both TDOT and local agency progress in addressing safety targets and improvements.

Integrate Quality Management into all deliverables in compliance with Asset Management's business objectives, Manual on Uniform Traffic Control Devices (MUTCD), standards, policy, procedures. Contribute to the creation and execution of transportation safety programs, ensuring they align with state and federal regulations. Collect, analyze, and interpret safety-related data, such as crash statistics and traffic patterns, to inform decision-making and policy development. Assist and support safety audits of transportation infrastructure and participate in planning and design phases to incorporate safety measures.

Assist and support the development of safety systems plans for Transportation Systems Management and Operations (TSMO) strategies, including the application of emerging technologies to enhance transportation safety. Attend and facilitate public meetings as a representative of the department, appropriately addressing customer needs and concerns. Assist and support the Regional Traffic Safety Program Manager with coordinating project production with the Department's Work Program. Assist in securing funding for safety programs and oversee the implementation of safety projects funded by grants. Oversee reporting as required for the Highway Safety Improvement Program (HSIP) within TDOT or for FHWA.

Develop and deliver safety related training and mentoring to TDOT, local agencies, and other external stakeholders. Assist in developing training and guidance according to the TDOT Technical Training Director requirements on all aspects related to TDOT's safety practices and procedures to improve team performance, create a stronger understanding within the transportation industry, inspire new ideas, and develop skills. Manage and take ownership of change, clarify your vision of TDOT's safety program, communicate effectively, remain transparent, and hold yourself accountable for developing, maintaining, and growing TDOT's safety efforts.

Effectively coordinate and collaborate closely with other units within TDOT to mitigate and troubleshoot any safety contract issues; proactively assess safety-related risk factors.

Provide exceptional Subject Matter Expert (SMEs) customer service to internal TDOT offices and staff, contractors, consultants, suppliers, and other external customers; exercise effective listening skills; provide prompt responses; maintain complete and accurate documentation; and communicate effectively. Review draft legislative language and regulatory public notice announcements that could potentially impact TDOT's ability to deliver safety projects and programs and provide the Executive Leadership Team and the motoring public feedback on potential ways to mitigate these impacts.

Routinely collaborate with appropriate TDOT offices, local agencies, and other external stakeholders to identify and document knowledge on industry best practices and participate in the American Association of State Highway Transportation Officials (AASHTO), industry association, and other appropriate committees to improve knowledge-sharing, avoid past errors, and manage process improvement for TDOT project success.

Facilitate and support the adaptation and implementation of relevant safety policies, procedures, design standards, specifications, special provisions, and other requirements to ensure consistency, predictability, and reliability, fostering high levels of achievement, risk mitigation, and a proven track record of success.

### **Qualifications**

- Bachelor's degree
- 8 years of demonstrated competency in safety regulations, accessibility standards and guidelines, policy and regulatory compliance, or related technical discipline.

### **OR**

- Master's degree

- 7 years of demonstrated competency in safety regulations, accessibility standards and guidelines, policy and regulatory compliance, or related technical discipline.

### **Ideal Candidate**

The Statewide Safety Technical Specialist possesses in-depth expertise in safety policies, procedures, standards, work zone safety, and practices. They are attentive listeners who pay meticulous attention to detail to ensure that safety compliance aspects are flawlessly executed<sup>1</sup> in projects. They are passionate about ensuring that TDOT and local agency infrastructure focuses on the safety of motorists, pedestrians, bicyclists, individuals with disabilities, TDOT construction, and contractor staff. The Statewide Safety Technical Specialist is committed to fostering a collaborative work environment within TDOT, local agencies, safety advocacy organizations, and community groups. They have excellent problem-solving analytic abilities and keen attention to detail.