

## 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/tn/tdot/tdot-construction-division.html>



## Transportation Project Specialist – Sr.

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

Compensation: \$4,973.00/month - \$7,955.00/month

### Overview

The Tennessee Department of Transportation is currently hiring a full-time **Transportation Project Specialist – Sr.** 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 Pre-Construction/Estimating office reporting to the Civil Engineering Manager 2.

### Responsibilities

- Develop and maintain project cost estimates during various stages of project development  
Provide the final engineers estimate of cost (EEC) for construction projects
- Conduct bid reviews and bid analysis for projects let to construction
- Conduct bid analyses to seek bidding trends, unbalanced bidding, or other bidding discrepancies
- Maintain bidding history and estimates
- Provide technical assistance to support the Local Programs Development Office
- Prepare and distribute the Notice to Contractors
- Assist in the development of contract proposal books
- Other duties as assigned

### Qualifications

- Graduation from an accredited college or university with a bachelor's degree in civil engineering
- At least five (5) years of full-time related transportation engineering and management experience

*Desired skills* include experience and knowledge in:

- Registration as a professional engineer with the State of Tennessee in civil engineering and three to five (3-5) years of highway construction estimating experience *is desired, but not required.*
- Highway and Bridge Construction Estimating (Highway Construction Field Experience).
- Roadway, Traffic, Geotechnical, Bridge, Construction Materials, etc. plans, technical drawings, and specifications.
- Construction Contract Administration.
- Above average computer skills (preferred knowledge of AASHTOW are Project modules or other Estimating software).
- Database management, running queries, and troubleshooting programming issues.

**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: **TRANS PROJ SPEC – SR -01272022-26512**

Questions? Email [TDOT.Careers@tn.gov](mailto: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.