Who we are:

TDOT is a multimodal agency with responsibilities in aviation, public transit, waterways, railroads, and cycling and walking.

The Department of Transportation (TDOT) has over 3,800 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.

How you make a difference in this role:

As an intern you will have the opportunity to work on real-world projects that impact communities across the state. Learn more about projects of previous interns at: https://www.youtube.com/watch?v=QdarwybV7Ss

Tennessee State Government

Job Title - Intern
Region 1 Right-of-Way
Location: Knoxville, TN
Compensation $12.50/hr.

Overview

The Right-of-Way (ROW) Division is responsible for the appraisal and acquisition of land needed for state highway construction, as well as the relocation of displaced families and businesses. In addition, this division is responsible for the coordination and relocation of utility and railroad facilities necessary for highway construction projects. The disposal of TDOT's surplus property is also administered through the Right-Of-Way Division.

Responsibilities

Regional Right-of-Way interns will be responsible for accompanying staff members in right-of-way and utility meetings with internal and external stakeholders and assisting in the preparation of meeting related materials. Additionally, right-of-way interns will perform routine audits of right-of-way and utility related documentation, as well as assisting with property management functions. Other duties include entering and updating documentation in the statewide right-of-way and utilities database and preparation and distribution of correspondence to residents, businesses and utility companies as needed.

Preferred Qualifications

Bachelor of Science degree or at a minimum, working toward obtaining a Bachelor of Science degree with being classified/enrolled as a Junior or greater.

Knowledge of Microsoft Office Programs (Word, Excel, Power Point, Outlook)
Experience with reading and developing plans

Performance Expectations

Regional Right-of-Way interns will be exposed to and be expected to learn concepts related to the right-of-way appraisal, acquisition and relocation processes, as well as a basic understanding of the utility coordination process in accordance with applicable state and federal policies and procedures.

To Apply

Send resume, most recent transcripts, two letters of recommendation and letter of intent to Kimberly.Mantlo@TN.gov with title of internship in the subject line.

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.