

Dispatcher

Overview:

We are seeking a skilled Dispatcher to oversee our service dispatch efficiently. The ideal candidate will be responsible for managing fleet operations, coordinating dispatch activities, and ensuring seamless service processes.

Responsibilities:

- Manage and coordinate service calls to meet customer demands effectively.
- Oversee fleet management activities, including scheduling and routing.
- Utilize supply chain knowledge to enhance efficiency.
- Handle phone systems for communication with drivers and clients.
- Perform data entry tasks accurately to maintain service records.
- Ensure compliance with transportation regulations and safety standards.
- Monitor shipping and receiving processes for timely deliveries.

Qualifications:

- Proven experience in service dispatch, logistics, and dispatching.
- Strong understanding of supply chain principles.
- Proficiency in using phone systems for communication purposes.
- Excellent data entry skills with attention to detail.
- Ability to multitask and prioritize in a fast-paced environment.

Join our team as a Dispatcher and play a crucial role in optimizing our service operations. Apply now to be part of a dynamic work environment that values your expertise in labor coordination.