

Crew Dispatcher

Posted By: Ratti's Moving & Storage Inc.

Location: Rocky View

Salary: \$36 Per Hour

JOB ID : RJ6173145

Posting Date : 17-May-2025

Expiry date : 13-Nov-2025

Education : Secondary (high) school graduation certificate

Language : English

Vacancies : 1

Years of Experience : 2 years

Job Type : Full Time

Job Description

Permanent, Full-time Employment (30-40 hours per week)

Day, Early Morning, Evening, Morning, Weekend

Starts as soon as possible

Location:

- Location 261065 Wagon Wheel Way, Rocky View, ABT4A 0E2

Languages:

- English

Education:

- Secondary (high) school graduation certificate

Experience:

- 2 years to less than 3 years

On site:

Work must be completed at the physical location. There is no option to work remotely.

Work setting:

- Moving and storage company

Tasks and Responsibilities:

- Design new or modify existing schedules using computer software or other methods
- Compile equipment and personnel records, including hours in service, distances, maintenance, repairs required and other data, to produce operating reports
- Assign personnel to equipment and routes and schedule work shifts
- Plan most efficient route schedules according to factors such as peak travel periods, holidays, special events and construction
- Review personnel availability and other pertinent information to establish schedule parameters
- Process files and paperwork
- Compute shipping costs
- Prepare cost estimates

Transportation/travel information:

- Valid driver's licence

Work conditions and physical capabilities:

- Work under pressure
- Tight deadlines
- Attention to detail

Personal suitability:

- Accurate
- Dependability
- Efficient interpersonal skills
- Initiative

- Organized
- Reliability
- Team player

Who can apply for this job?

You can apply if you are:

- a Canadian citizen
- a permanent resident of Canada
- a temporary resident of Canada with a valid work permit

Do not apply if you are not authorized to work in Canada. The employer will not respond to your application.

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: 2036986abltd@gmail.com

Posted on refugeejobportal.com