



# Dispatcher

## Description

Black River Logistics Ltd. is seeking a highly organized and detail-oriented Dispatcher to join our team in Winnipeg, Manitoba. As a Dispatcher, you will be responsible for coordinating the movement of freight and ensuring the timely delivery of goods to our customers while maintaining efficient communication with drivers and other team members.

## Duties

1. Coordinate and schedule the pickup and delivery of freight in accordance with customer requirements and delivery deadlines.
2. Communicate effectively with drivers to provide instructions, updates, and necessary information regarding routes, schedules, and special instructions.
3. Monitor the progress of shipments and address any issues or delays that may arise during transit.
4. Maintain accurate records of all dispatch activities, including shipment details, driver assignments, and delivery confirmations.
5. Utilize transportation management software and GPS systems to track shipments and optimize route efficiency.
6. Liaise with customers, carriers, and internal departments to address

## Closing Date

May 1, 2024

## Categories

Transport and Equipment Operators

## Employer

Black River Logistics Ltd.

## Location

Assiniboine South

## Address

71 Clover Dr Winnipeg, R0H 1E0

## Job Type

Full-time

## Education Level

High School

## Wage

\$20.00 - \$35.00

inquiries, resolve issues, and ensure customer satisfaction.

7. Assist in resolving logistical challenges and making real-time adjustments to routes and schedules as needed.
8. Collaborate with the operations team to prioritize urgent shipments and manage capacity constraints effectively.
9. Stay informed about industry regulations, safety standards, and best practices related to transportation and logistics operations.

## Qualification

1. Strong communication skills and the ability to interact professionally with drivers, customers, and team members.
2. Previous experience as a **Dispatcher** is preferred but not required.
3. Excellent organizational and time management abilities, with a keen attention to detail.
4. Proficiency in using dispatching software, GPS systems, and Microsoft Office applications.
5. Ability to multitask and prioritize tasks in a fast-paced environment.
6. Problem-solving skills and the ability to make quick decisions under pressure.
7. Knowledge of transportation regulations and compliance requirements is an asset.
8. Willingness to work flexible hours, including evenings, weekends, and holidays, as needed.

## Email

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## Phone

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