



## Dispatcher- Trucks (Position-1)

### Description

#### EFL Transport Ltd.

Position: (Position-1)	Dispatcher- Trucks
Terms of Employment: Time	Permanent, Full
Salary: 35.00 hours per week	\$31.00 per hour for
Anticipated Start date: possible	As soon as
Location: Winnipeg, Manitoba, R2X 2W9	1678 Church Ave,
Education: certificate	Secondary School
Experience: than 1 year in Trucking	7 months to less

#### Job Duties:

- Ensure accuracy of completed time sheets, payroll and other summaries
- Ensure proper functioning of equipment
- Maintain work records and logs

### Closing Date

August 17, 2026

### Categories

Transport and Equipment Operators

### Employer

EFL Transport Ltd.

### Location

Central

### Address

1678 Church Ave  
Winnipeg, R2X 2W9

### Job Type

Permanent

### Education Level

High School

### Email

careerwithefl@gmail.com

- Monitor personnel workloads and locations
- Perform general office duties
- Provide customer service
- Advise vehicle operators of traffic and other problems
- Dispatch personnel according to schedules and work orders
- Dispatch personnel as required by emergency situations
- Follow-up on issues with work orders
- Keep track of shipments
- Knowledge of cross border dispatching regulations and practices
- Knowledge of highway trucking and associated rules and regulations
- Maintain vehicle operator work records
- Operate radio equipment
- Process and transmit information and instructions to co-ordinate the activities of vehicle operators and crews using dispatching equipment
- Record mileage, fuel use, repairs and other expenses
- Respond to urgent calls from individuals who find themselves in life threatening situation and who require assistance
- Schedule assignments and co-ordinate activities of vehicle operators, crews and equipment

## Phone

(204) 416-7460

**Computer and technology knowledge:** Mapping and data visualization software. Monitoring and tracking software. Electronic scheduler. Internet. MS Windows

**Work conditions and physical capabilities:** Ability to work independently. Attention to detail. Fast-paced environment. Repetitive tasks. Tight deadlines. Work under pressure

Personal suitability: Efficient interpersonal skills. Excellent oral communication. Excellent written communication. Flexibility. Organized. Reliability. Team player

How to apply:

Email: [careerwithefl@gmail.com](mailto:careerwithefl@gmail.com)

Phone: [\(204\) 416-7460](tel:(204)416-7460)