

Truck Dispatcher

INS Transport Inc

Job ID
47614

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LOCATION	DATE POSTED	EXPIRY DATE	
325 EAGLE DRIVE, WINNIPEG, MB Manitoba	28-08-2025	19-02-2027	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 22.60	1 to less than 7 months	Secondary (high) school graduation certificate

Job Details

We are seeking a skilled and proactive Dispatcher to manage daily truck schedules, assign loads, and ensure timely deliveries. The ideal candidate will have strong communication skills, excellent problem-solving abilities, and a good understanding of trucking operations.

Job Description

Duties

Plan, coordinate, and assign loads to drivers based on availability and route efficiency.

Monitor driver locations, delivery schedules, and compliance with hours-of-service regulations.

Communicate with customers regarding shipment status and resolve any issues promptly.

Maintain accurate records of trips, mileage, fuel usage, and delivery times.

Assist with route planning to maximize efficiency and reduce costs.

Collaborate with drivers, mechanics, and management to ensure smooth operations.

Qualifications

Previous experience as a dispatcher in trucking or logistics (preferred).

Knowledge of transportation laws, safety regulations, and routing software.

Strong organizational and multitasking skills.

Excellent communication and problem-solving abilities.

Proficiency in MS Office and dispatching tools.