

Head Dispatcher

Prodeck traders

Job ID
49956

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LOCATION	DATE POSTED	EXPIRY DATE	
219 GREENWATER PLACE, Kitchener, ON Ontario	29-04-2026	26-10-2026	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD \$36/hr for 32.5 hours/week	7 months to less than 1 year	College/CEGEP

Job Details

Languages

English

Education

College/CEGEP

Experience

7 months to less than 1 year

On site

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

Responsibilities

Tasks

Develop specific plans to prioritize

Organize tasks to accomplish the work

Oversee operational logistics of the organization

Plan and organize operational logistics of the organization

Co-ordinate activities with other work units or departments

Prepare and submit reports

Ensure smooth operation of computer equipment and machinery

Arrange for maintenance and repair work

Resolve work problems, provide technical advice and recommend measures to improve productivity and product quality

Train workers in duties and policies

Conduct performance reviews

Co-ordinate, assign and review work

How to Apply

By email

jobs.prodeck@gmail.com

