



Dispatcher

Bulk Carriers (P.E.I.) Limited – Clyde River, PEI

Bulk Carriers (P.E.I.) Limited is a family owned and operated long-haul refrigerated transport company located in Clyde River, Prince Edward Island. As part of our continued growth, we are searching for a Dispatcher to join the Bulk Carriers team.

The Dispatcher is a reliable point of contact, responsible for coordinating and directing company drivers to ensure timely pick-up and delivery to customers and vendors. The Dispatcher is the primary channel for day-to-day communications between the company drivers and the various customers, vendors, shippers, and receivers.

Responsibilities:

- Prioritize driver schedules and dispatch trucks to assigned origin and destination points, utilizing our dispatching software and other technologies;
- Plan LTL pick ups and deliveries;
- Ensure deliveries are timely, and in case of delays, communicate with customers to make alternative arrangements;
- Track and monitor situations by phone and satellite messages and address situations to ensure shipments are delivered on schedule;
- Follow-up on routing until the shipment arrives at the destination;
- Monitor driver daily logs for errors, working hours, and equipment availability;
- Arrange for necessary repairs to restore service and schedules.

Education:

- Minimum of high school diploma. Secondary education in logistics, transportation, or operations would be an asset.

Experience:

- Previous experience in long-haul transportation;
- Previous dispatching experience is an asset;
- Knowledge of Hours of Service regulations and ability to incorporate this into daily planning;
- Excellent planning, organization, time management, interpersonal, and communication skills;
- Ability to multi-task and work under pressure in a fast-paced environment;
- Superior problem-solving skills.

Apply

To apply, please submit your resume to hr@bulkcarrierspei.com with BCPL-DSP-1119 in the subject line.

