
LACROIX

LACROIX CONSTRUCTION CO. (2014) LTD.

**861 LAPOINTE STREET
SUDBURY- ON - P3A 5N8
705-566-1294**

**450 MARTEL ROAD
CHAPLEAU - ON - P0M 1K0
705 255 3443**

Dispatcher Job Ad

Overview

Lacroix Construction Co. (2014) Ltd. is a well-established company with over 50 years of service to Northern Ontario. We are seeking an experienced Dispatcher. This is a full-time permanent position available with competitive wages and benefit packages.

Duties & Requirements:

- Dispatch trucks to various job locations. Truck services including, equipment floating, flat beds, roll off trucks, dump trucks, etc.
- Manage driver's schedules.
- Actively source moves, promote company and create rental agreements with new and existing customers.
- Handle all calls, keep track of all deliveries, and ensure proper documentation is completed.
- Apply for O/O Permit applications when required.
- Must have knowledge of highway traffic act and other associated rules and regulations.
- Basic computer skills are required. (Word processing, spreadsheet, email, GPS tracking system, mapping, etc.)
- Maintain work records and logs.
- Perform general office duties.
- Assist with maintenance scheduling of fleet.
- Have knowledge of construction/rail/off road equipment
- Ability to work in a fast-paced environment.
- Be personable and have good communication skills.
- Work well under pressure
- Manage equipment inventory.
- Seek new customers and maintain positive working relationships with new and existing clients.
- Other duties as required.

Job Qualifications:

- Valid Class G Driver License
- Must have a minimum of 5 years' experience in a similar position.

Schedule:

- 10 hour shift
- Monday to Friday
- On call

Work Location: In person

We offer competitive wages and an excellent benefit package.

Please forward all resumes to denis@lacroixconstruction.com or call (705) 919-6189.

We thank all applicants for their interest, and all will be given consideration for the position, but only those that are selected for interviews will be contacted.