



# Truck Dispatcher

## Education and Training

High School plus on the job training

## Nature of Work

Truck Dispatchers schedule and dispatch workers, equipment, or service vehicles for the conveyance of materials or passengers. They keep records, logs, and schedules of the calls they receive, the trucks they monitor, and the actions they take. They maintain information on each call and then prepare a detailed report on all activities occurring during their shifts. Many dispatchers use computer-aided dispatch systems to accomplish these tasks. Truck Dispatchers are assigned a specific territory and have responsibility for all communications within that area.

## Main Duties

- Coordinate the movement of trucks and freight between cities
- Direct the pickup and delivery activities of drivers, receive customers' requests for the pickup and delivery of freight, consolidate freight orders into truckloads for specific destinations
- Assign drivers and trucks, draw up routes and create pickup and delivery schedules

## Typical Employer

Firms such as Reimer Express, Consolidated Fastfrate, Shell and Purolator

## Additional Information

Canadian Trucking Human Resources Council  
[www.truckingcareers.ca/dispatcher.php](http://www.truckingcareers.ca/dispatcher.php)  
 Get Your Career on the Road  
[www.getyourcareerontheroad.com](http://www.getyourcareerontheroad.com)

## Earnings

Low:	\$28,000
Average:	\$35,000
High:	\$43,000



## Essential Characteristics

- Attention to detail
- Works well under pressure
- Effective communication skills
- Knowledge of electronic communication network

