



---

## Job Posting

### Trucking Dispatch and Procurement Supervisor

Located in the North Thompson valley, at Simpcw Resources Group we provide environmental, management, and operational services while preserving Simpcw culture and heritage with respect towards the environment. Our goals include creating economic growth from the commercial development of natural resources within the Simpcw'ulécw (Simpco Territory) by being the major contractor and competing for work in both the public and private sectors.

#### Current Opportunities:

Simpco Resources LLP is growing rapidly and looking for a dependable and enthusiastic Trucking Dispatch and Procurement Supervisor to join our team. Reporting to the CFO, the Trucking Dispatch and Procurement Supervisor will oversee the planning and daily task execution of our heavy equipment fleet. This includes dispatching drivers, operators, and soliciting work for both forestry and rail service contracts and working to NSC standards.

#### Responsibilities:

- Ensure drivers have proper instructions to perform their duties safely.
- Schedule deliveries and pickups with Clients and assign trucks/drivers to the loads.
- Generate necessary paperwork for loads and collect completed documentation from Drivers.
- Act on opportunities that would increase efficiency for both the Company and the client.
- Anticipates project needs with sufficient lead-time to avoid delay.
- Ensures project deliverables and plans are prepared and issued to the client in accordance with the contract requirements.
- Develops and monitors resource requirements for company projects, coordinates with other personnel and operating divisions to optimize corporate resource utilization.
- Provides positive safety and quality leadership throughout the duration of projects.
- Work closely with the CFO to monitor financial aspects of the contract to protect both parties' interests.
- Confers with project personnel to provide technical advice and resolves problems proactively.

- Regularly monitors and reviews project cost variances, providing feedback to project teams as appropriate.
- Demonstrate leadership in health, safety and environmental protection practices and procedures as they apply to common heavy equipment operation.
- Work with the project team to issue material purchase orders and confirm receipt of materials and return of equipment.
- Dispatch drivers and owner operators using a fair and consistent approach.
- Coordinate the daily assignment of company and contracted resources to maximize equipment utilization and payload while maintaining a high level of customer service.
- Contact clients to generate backhauls and maximize utilization of heavy equipment.
- Ensure equipment washes are completed where required.
- Ensure that the driver has adequate time to perform his duties safely and within the Hours-of-service regulations.
- Ensure all drivers and equipment meet regulatory compliance. Assign the proper equipment for the various job requirements.
- Creating and executing an ongoing strategic plan to effectively develop and manage company heavy equipment by driving growth and profitability.
- Generating leads to expand client and contract base.
- Developing and delivering superior proposals and presentations showing business value to potential clients.
- Listen to all driver concerns and act on them appropriately.
- Other duties as assigned.

### **Qualifications**

- 3-5 years' experience within a heavy equipment focused industry.
- A working knowledge of all heavy equipment operations & NSC transportation regulations, permitting, road restrictions, etc.
- Mechanically inclined, able to troubleshoot malfunctioning equipment.
- The ideal candidate will have experience leading cross-functional teams and is adept at scheduling, coordinating, providing leadership, and gaining buy-in from internal and external stakeholders.
- High level of critical and logical thinking, analysis, and reasoning
- Proven track record of increasing contracts and revenue; specific to heavy equipment operations is preferred.
- Ability to effectively negotiate.
- Ability to prepare and deliver efficient customized work proposals and presentations.

**What we offer:**

- Competitive Compensation
- Positive and collaborative team
- Meaningful work

**Note:** Pre-Employment Drug and Alcohol Testing may be required

**Application Deadline:** Open until filled.

Thank you for your interest, however only those selected for interviews will be contacted.  
Preference will be given to qualified applicants of Aboriginal ancestry as per  
***Canada's Human Rights Act and legislation surrounding Employment Equity.***

Please submit cover letter and resume via email to [HR@SimpCWResourcesGroup.com](mailto:HR@SimpCWResourcesGroup.com) with the  
Subject Line: **Trucking Dispatch and Procurement Supervisor**