



<https://www.premierpersonnelgroup.com/find-a-job/service-dispatch/>

Service Dispatch

Description

Our client, an industrial equipment lease and servicer, is seeking a ROCKSTAR to join our Service Dispatch support team. To be the ROCKSTAR we need, you must be willing to go the extra mile, be very detailed and organized, and be able to handle a high volume of work in a fast-paced environment.

Responsibilities

- Assist in the daily management of dispatch schedules of 40+ field technicians to customer facilities, factoring in customer requirements, technician experience, type of repair and location
- Communicate with customers about technician ETAs, keeping open lines of communication to provide updates as necessary
- Constant management of open jobs, keeping statuses up to date and all jobs organized
- Service Dispatcher to handle after hours emergency calls from customers
- Service Dispatcher to resolve customer issues/problems
- Service Dispatcher should have ability to work in a fast-paced environment, juggling & prioritizing multiple tasks at a time.

Qualifications

- Heavy background in administrative support to dispatch skilled labor.
- Prior experience dispatching mechanics in heavy equipment industry preferred, or other comparable industry
- Strong communication, organizational & time management skills
- Strong problem-solving skills, strong sense of responsibility, self-motivated with the ability to work as part of the service team.
- Driven attitude with solid work ethic, and eagerness to take on whatever demands arise
- We are technology driven requiring computer literacy.

Job Benefits

- Base salary plus monthly commission and incentives
- Excellent benefit package including health/dental/vision, life insurance, 401(k) with Company match, paid holidays/vacation/PSL.

Hiring organization

Premier Personnel Group

Employment Type

Full-time

Beginning of employment

ASAP

Duration of employment

Full Time

Industry

Material Handling Service

Job Location

South Plainfield

Base Salary

\$ 24 - \$ 26 Plus commission

Working Hours

8 am to 5 pm