Dispatch Coordinator (Full Time Overnight)

Emplacement(s)	Vaughan, Ontario — Canada
Publication / référence	2026-11-10 — Dayforce 24447 / demande 5112
Bannière / langue du texte	Sobeys / EN
Horaire	Temps plein
Rémunération source	23,55 à 32,21 CAD / heure

Texte intégral de l’offre

Be the Driving Force Behind Canada's Grocery Supply!

Embark on a rewarding career with Sobeys Inc., celebrated among Canada’s Top 100 employers, where your talents contribute to our commitment to excellence and community impact.

Join our innovative, fast-paced distribution centres and help deliver essential products to over 1,600 stores. With flexible schedules and a strong commitment to health and safety, you’ll play a vital role in keeping Canadians stocked with what they need most.

Ready to start fresh?

The Dispatcher is responsible for assigning and dispatching transportation activities, including retail store deliveries, back-haul pick-ups, shuttle work, and other driver tasks. They assist in ensuring driver compliance with Provincial DOT regulations. They also assist with required records, reports and control systems. The dispatcher is the key contact person with the drivers and the retail customers.

Night Shift, Monday to Friday 12am-8am

Here’s where you’ll have an impact:

- Ensure the planned routes are assigned and delivered as scheduled.
- Email the Sobeys Transportation and Reporting Times document to the stores
- Maintain and update any data bases and issue daily reports on relevant KPIs.
- Communicate changes in the delivery schedule or routes (rush orders, add-ons, transfers etc.) to RSC Operations.
- Ensure CBA language is followed when assigning tasks or scheduling drivers.
- Maintain a clean and safe working environment as per company requirements
- Other duties as required
- Contribute to the effectiveness of the RSC’s health and safety program by promoting a safe work culture, encourage ongoing safe work practices
- Ensures all checklists are complete, current and accurate.
- Act as an engagement ambassador with the drivers and retail customers.
- Problem solve delivery challenges (miss-delivered pallets, rush orders, etc.)

What you bring to the table:

Technical Skills

Technical Skills Required:

- Strong organizational skills
- Excellent time management skills
- Strong communication skills (both oral and written)

- Strong analytical and problem solving skills
- Ability to meet tight deadlines while ensuring accuracy
- Proficient use of Microsoft Office Suite
- Ability to work effectively in a team

Technical Skills Preferred:

- Understanding of and insure compliance to Company Policies and all aspects related to operation of Commercial Vehicles including National Safety Code, Hours of Service, Weights and Measures and Long Combination Vehicle Programs across the prairies.

Educational and Working Experience

Required:

- High School Diploma

Preferred:

- A minimum of one year experience in a similar role
- Familiarity with the Western Canada road network
- Knowledge of warehouse and transportation
- Competencies
- Experience in Transportation Operations and experience in operating commercial vehicles.

Learn more about our story and culture:

Who We Are | Why Work With Us

Total Rewards

We offer a Total Rewards package designed to support teammates at work and in life. Depending on role and eligibility, teammates may receive health and dental benefits, retirement and savings programs including an Employee Share Ownership Plan, a 10% in-store discount at participating banners, virtual healthcare and an Employee and Family Assistance Program, learning and development opportunities, parental leave top-up, and paid vacation.

Sobeys is committed to providing a compensation structure that is flexible, equitable and competitive in the market to enable performance and growth. To learn more about this opportunity including the expected range of compensation in accordance with Pay Transparency Legislation where required please click the “I’m interested” or "Apply" button above. Individual compensation is determined based on qualifications, experience, and internal equity within the range provided.

Additional Information

External websites may share our organization's job postings which includes compensation information based on similar roles and market benchmarks. These figures are provided for general comparison purposes only and are not issued or verified by our organization.

We may use Artificial Intelligence (AI) tools to support efficiencies in the candidate screening, assessment, and recruitment processes. These AI tools do not make hiring decisions on behalf of the Company. Hiring decisions are made by our Hiring Teams.

Sobeys is committed to creating accessible and inclusive hiring processes. We will work with applicants requesting accommodation at any stage of the recruitment process.

Please note: Successful candidates will be required to provide documentation to prove their legal ability to work in the position during the onboarding process. Documentation will be assessed by the employer prior to commencement of work.

Emplacements indiqués par la source

Sobeys David Sobey Retail Support Centre, 8265 Huntington Road, Vaughan, Ontario, Canada

Consulter l’offre et postuler

Offre originale et candidature

Toutes les offres Sobeys

Qui nous sommes

Date de fin annoncée : 2026-11-30 (date au fuseau America/Toronto).

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