



# Apply TODAY!

## Experienced Dispatch Coordinator

Ardmore, AB | Waste Management | Shift: 8/6

### Requirements:

- High level of proficiency with Microsoft Office applications (advanced Excel knowledge is mandatory).
- Strong time management skills with high attention to detail.
- 1 - 3 years of administrative, dispatching, scheduling and customer service experience is preferred.
- Ability to multitask and consistently prioritize workload.
- Class 5 Driver's License with own reliable transportation.
- Must live in the Cold Lake/Bonnyville area and or willing to relocate.

**Please send your resume & tickets to: [hr@7lakes.ca](mailto:hr@7lakes.ca)**