

## Dispatcher - Colfax, WA

The McGregor Company serves growers in Washington, Idaho and Oregon with the seed, crop inputs, equipment, services, research and advice needed to raise healthy, sustainable crops. Our Columbia Plateau Team provides the highest standard of customer service and support that is indicative of dedicated people who care.

The McGregor Company Trucking Division distributes product to our retail branches and direct to farm customers, utilizing 20-30 trucks and drivers.

### Essential Functions:

- Responsible for taking, confirming, and dispatching product orders placed by internal and external customers.
- Responsible for communicating with drivers and customers about load details, matching loads, creating maps and using dispatch software
- Assist in maintaining accurate files and records for all employee training, vehicles, trailers, and equipment.
- Be flexible with work hour demands during busy seasons or as needed, including overtime and weekends.
- Responsible for keeping a clean and safe work environment, inside and outside.

### Requirements:

- 2 years' experience as a dispatcher or equivalent time transporting goods in DOT regulated vehicles
- High School Diploma or GED Equivalent
- Excellent phone etiquette and customer service skills
- Knowledge of DOT Rules and Regulations
- Computer skills required; ability to learn various software programs (Excel, Word, and various web based programs)

### Position Details:

- Full-time with additional hours during peak busy seasons
- Benefit package (medical, dental, vision, 401k, vacation, life insurance, + more)
- Drug Free Workplace

*Application available on the Careers page at [www.mcgregor.com](http://www.mcgregor.com)*

*Employee referral opportunity*

*To apply: send resume and completed employment application to [hr@mcgregor.com](mailto:hr@mcgregor.com)*

