



## Fleet Scheduler

Rapid Plas, a leading NSW water tank manufacturer, is seeking applications from either current fleet schedulers or persons who have broad experience working in the freight and logistics industry.

This role manages a fleet of trucks at our Tamworth manufacturing base.

### Key role functions include:

- Scheduling driver workloads in a manner that maximises vehicle efficiency and meets CoR obligations;
- Prompt customer liaison via telephone or email;
- Ensuring job details are conveyed to drivers clearly, concisely and timely;
- Data entry using our own various software programs and Microsoft Office.
- Liaising with the workshop to schedule repairs and maintenance on trucks and trailers.

### We are seeking people that have:

- MR Licence (minimum)
- Forklift licence
- Ability to provide best practice customer service;
- Planning and time management skills;
- Ability and a genuine focus and desire to assist and support customers and team members;
- A level of knowledge of CoR, NHVR, Speed Compliance, Load Restraint;
- A good level of written and verbal communication skills;
- Mechanical knowledge would be an advantage.

To apply, please forward your application and resume to [HR@rapidplas.com.au](mailto:HR@rapidplas.com.au)

Applications close Wednesday, 19 September 2018