

# Job Place Notice



## Dispatcher

**Benefits Offered:** Dental, Medical, Vision, Drug

**Employment Type:** Full-Time

Strong local Plumbing Company with high standards and Ohana values and is seeking a full-time Dispatcher. Our tag line is “We Make Your Hale Pono” and our values are:

- Doing Right
- Improve Always
- Solution Oriented
- Communicate Effectively
- Safety

We are growing and there is opportunity for the right individual to build a career with fellow professionals. Must be able to work collaboratively, be responsible, punctual, professional and have good communication skills. Must be computer literate, MS Office Suite a plus.

We are looking to hire an enthusiastic, reliable, customer service oriented and detail oriented plumbing dispatcher. Duties and responsibilities include:

- Dispatch Plumbing technicians to service appointments
- Use people skills to motivate technicians to achieve scheduled goals
- Update customers of the progress of the call / follow up work to be done
- Create and forecast a schedule to ensure we meet all
- Also responsible for answering phones, schedule incoming appointments, and provide excellent customer care.
- Ability to work well under pressure with minimal supervision
- History of good attendance and work habits
- Flexible work schedule and available to work weekends
- Have a High School Diploma, AA preferred
- Are Multi-taskers
- Want to work with great people who have heart and soul

We offer a competitive benefits package: • High hourly rates of pay based on experience • Full Medical insurance • Family-oriented environment • 6 paid holidays off per year after probation of 3 months • 5 days paid vacation after 1 year.

Please [apply on our website](#) and attach your resume. We do not respond to phone inquiries, no drops in please.