

West Valley Charter Lines Inc. of Campbell, CA is looking for a qualified Dispatcher. WVCL has been around since 1966 in the Bay Area. We are looking for dispatcher who will take care of our daily dispatch of buses, assign and confirm drivers, and prepare daily driver paperwork and maps. This job is in a fast paced environment. The ideal candidate needs to have an extensive knowledge of the Bay Area, and Bay Area attractions, and a basic knowledge of Southern California as well. The dispatcher will also have to get familiar with the ability to answer phones and quote trips as well.

The ideal person should be familiar with MS Word, MS Excel, MS Publisher, Internet Explorer, and a bonus if familiar with De Lorme Map n' Go and Street Atlas. This is a Monday through Friday job position and the hours will be 0830 hrs to 1730 hrs Pay will be based upon experience. Medical, Dental, and Vision is offered after 120 days.

NO PHONE CALLS WILL BE ACCEPTED FOR THIS POSITION

Please come in and fill out an application, fax, or email a Resume.

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