



# Dispatch & Logistics Lead

Valleybrook Gardens Ltd. – Abbotsford, BC

## About us:

Valleybrook Gardens, located in Abbotsford, British Columbia, is an innovative producer of succulents, perennials and edibles, serving the Garden Centre market in Canada and the USA. You can find out more about us on our websites: [www.valleybrook.com](http://www.valleybrook.com) and [www.perennials.com](http://www.perennials.com). The Nursery business is seasonal, so you will need to be comfortable with a slower off season (Aug – Feb) and an extremely busy Spring season (March to July), with very long days and overtime hours.

## The Job:

- This is a full time role leading the Dispatch and Logistics team to ensure that customers get great delivery service
- You will need to know or quickly learn about US and Canadian trucking regulations as well as import/ export regulations
- You will develop strong relationships with Third Party Carriers and negotiate to get the best rates for shipments throughout the year
- Part of the role is the planning of delivery routes, providing the sales team with clear deadlines
- Managing the team of drivers for the Spring season that allows us to deliver in BC, AB, SK & MB is another core aspect of the role, as well as finding ways to deliver into the USA.
- You will need to develop the transportation plan for the Spring season including organizing leased trucks, managing insurance, maintenance etc.
- Part of the role is the responsibility to ensure our drivers comply with rules and regulations, paperwork etc. so that we keep our good safety rating.

## About You:

You are very organized, with a lot of attention to detail and have Dispatch and/ or Logistics experience. You are good with a diverse spectrum of people, a clear communicator and able to handle a lot of different tasks in a fast paced environment, while maintaining accuracy and a sense of humour. Valleybrook has a strong team environment, so being someone who can act independently, but also collaborate and be a team player is very important.

## Key Skills Required:

- 5 or more years of Logistics, trucking, Delivery or Dispatch experience is required
- You will need to know or be able to quickly learn import/ export regulations
- Data entry with high levels of accuracy are a must have, plus a high degree of competency with technology.

**We offer:**

A very casual working environment with a team of dedicated people producing gorgeous perennials and succulents, healthy edibles and many other plants in greenhouses and in open fields. We offer Health Care Benefits, a special price on product and the ability to earn extra during the Spring season working overtime hours.

Please send resume and cover letter with wage expectations to [careers@valleybrook.com](mailto:careers@valleybrook.com)