

WORK VAPOR

Job Link: <https://workvapor.in/jobs/dispatch-executive-logistics-support-night-shift-ludhiana/>

HIRING ORGANIZATION

Khalsa Enterprises

EMPLOYMENT TYPE

Full-time

JOB LOCATION

Ludhiana, Punjab, India

DISPATCH EXECUTIVE LOGISTICS SUPPORT, NIGHT SHIFT LUDHIANA

DESCRIPTION

Company: Khalsa Enterprises

Location: Ludhiana (Jamalpur Colony), Punjab

Type: Full-time

Contact Number: +91 9988431236

This role is for dispatch and customer support work. You will manage shipments and talk to drivers. Work is simple but needs focus and coordination. Night shift is preferred.

You will handle delivery planning. You will stay in touch with drivers. You will solve issues during shipments. Work needs communication and quick thinking.

Skills Required

- Basic communication in English
- Coordination and planning skills
- Problem solving ability
- Basic computer knowledge

Experience in logistics or dispatch is helpful. Freshers with basic skills can also try.

Responsibilities

- Plan delivery routes
- Talk to drivers daily
- Handle driver calls and issues
- Track shipments in real time
- Schedule trucks and drivers
- Maintain records of deliveries
- Manage delays and last-minute changes

Work needs attention and regular follow-up. You should stay active during shift.

Job Details

- Full-time role
- Night shift preferred
- Work from office (in-person)

Eligibility

- Minimum 12th pass
- 1 year experience preferred
- Tele sales or support experience is a plus

About Company

Khalsa Enterprises is a US-based dispatch company. They support trucking operations. Work includes load booking, route planning, and driver coordination.

How to Apply

Call or WhatsApp to apply. Share your details directly.

Contact Number: +91 9988431236