

Careers in the Supply Chain

TRANSPORTATION ROUTE AND CREW SCHEDULER

National Occupational Classification Code – 1476

Alternative Titles:

- crew scheduler, transportation
- flight crew scheduler
- schedule analyst
- schedule writer, transportation
- train scheduler
- truck scheduler



Industry Description

Transportation route and crew schedulers prepare operational and crew schedules for transportation equipment and operating personnel. They are employed by truck, delivery and courier services, railways, airlines and other transportation establishments in both the private and public sectors.

General Job Description

Transportation route and crew schedulers develop, maintain and continuously improve distribution systems by balancing workload by distribution type and focusing on efficiencies without compromising customer service.

Job Functions

- Review schedule requisitions, passenger counts and cargo, running times, distances, personnel availability and other pertinent information to establish schedule parameters.
- Design new or modify existing schedules using computer software or other methods.
- Incorporate into route plan factors such as peak travel periods, holidays, special events and construction with emphasis on time and cost efficiency.
- Assign personnel to equipment and routes, and schedule work shifts.
- Compile equipment and personnel records, including hours in service, distances, maintenance, repairs required and other data, to produce operating reports.
- May prepare user guides and other public service information.

Physical Demands Analysis

- Good-to-excellent physical condition
- Manual dexterity
- Ability to get along well with others
- Good communication skills

Position Expectations

Essential Skills	
Reading Text	3
Document Use	3
Computation	2
Writing	1
Oral Communication	2
Thinking Skills	2
Working with Others	2
Computers	2
Continuous Learning	2

Scale: 0 = n/a, 1 = minimal, 2 = moderate, 3 = high

Salary Range

Visit Working in Canada, at <http://workingincanada.gc.ca/welcome.do?lang=en>, to get current information about this position, including salary information.

Pre-employment Skills

- Completion of secondary school is required.
- Several years of experience in an appropriate transportation sector are usually required.
- On-the-job training may be provided.

Find information about supply chain-related educational offerings across Canada in the CSCSC's education compendium, at <http://www.supplychaincanada.org/en/education-information>.

Career Levels/Years of Experience

Career Levels	Position	Average Experience	
		From	To
10	Site Manager	7 years	10 years+
9	Operations Manager	5 years +	6 years
8	Cross Functional Training	4 years +	5 years+
7	Area/Department Manager	4 years +	5 years+
6	Manager Trainee	4 years	5 years
5	Team Leader (Supervisor)	3 years	4 years+
4	Team Leader Trainee Roles	2 years	4 years
3	Cross Functional	3 months	3 years
2	Clerical	3 months	2 years
1	Transportation Route & Crew Schedulers		1 year+

References

- NOC (National Occupational Classification Codes), Government of Canada – <http://www5.hrsdc.gc.ca/NOC/English/NOC/2011/Welcome.aspx>
- Essential Skills – <http://www.hrsdc.gc.ca/eng/workplaceskills/LES/index.shtml>