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## **Example of Trainee / Operations Job Description**

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Our innovative and growing company is looking to fill the role of trainee / operations. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for trainee / operations

- Lead and mentor all drivers to provide the highest quality of customer service
- Perform all onboarding with all new hired drivers with the intent of introduction to Casella core values
- Auditing services, routes, and road conditions, and provide recommendations to dispatch as needed
- Help coordinate services and repairs with shop management
- Investigates all accidents, customer and driver disputes and complaints, and ensuring all applicable documentation are completed based on policies and procedures
- Verifies and reviews driver route sheets and schedule for efficiency
- Responsible for route maintenance with current, new and lost stops
- Ability to enter and review driver productivity
- Oversees and manages the check in process while being able to cover all aspects of dispatch
- Ability to oversee and review driver daily logs for accuracy

## Qualifications for trainee / operations

- Disponibilidad de horario (8 horas)
- Ingles Basico
- 4-year technical degree (Chemical Engineering, Food Science, Fermentation Science, Microbiology, Chemistry, Biology, Mechanical or Electrical, Engineering)

- Attain post-graduate Brewing Science credential no later than the conclusion of the traineeship program
- Ability to assess and analyze problems