

NOC: 1526 Transportation Route and Crew Schedulers

Sample Titles:

- Bus Scheduler
- Crew Scheduler, Transportation
- Flight Crew Scheduler
- Schedule Analyst
- Schedule Writer, Transportation
- Train Scheduler
- Transit Scheduler
- Truck Scheduler

- Take a few minutes and walk me through your resume. Tell me about what you did in each job and why you left.

- I noticed there is a gap in your experience between <1999 and 2002/January and September 2000/Company X and Company Y>. What were you doing during this period?

- Tell me about the last work related goal that you set for yourself. Why was this important to you?

- What steps do you take to ensure quality work?

- Give me an example of a time when you were required to apply great attention to detail.

Role Specific

- How do you design or modify existing schedules, using computer software or other methods?

- What are some tactics you employ when scheduling cargo, running times, distances, or personnel?

- Tell me about a time when you were required to compile many pieces of equipment or personnel records and how you maintained order and efficiency.

- Describe a time when you were dealing with a particularly difficult customer. What was the issue? How did the customer leave satisfied?

- Tell me about a particular situation when you were time-constrained to complete a task, or were given unclear instructions. How did the final product turn out?

- Describe a day at work when you knew that you had more to accomplish than usual. How did you organize your work?

- Have you ever prepared a user guide or other public piece of service information? What was it? How did you decide on the design?

- Tell me about a time when you experienced frustration. What did you do?
- Tell me about a time when you communicated an issue or criticism to a co-worker or supervisor? How did they react?
- How do you build and maintain strong relationships with customers and suppliers?

Strengths

- What task or responsibility are you/were you most comfortable in your current/previous job?
- How have your strengths contributed to your success?
- Tell me about a situation that showed off your ability.

Areas That Can Be Developed

- Which parts of your current/previous job are/were you least comfortable with? Why? What would increase your comfort level?
- Tell me about a specific time when you've overcome a weakness. Why was this necessary? Who initiated the process?