

Mid Missouri Window Cleaning Company, LLC



1-800-876-0338

INSURED-BONDED

**1310 Quinn St. Moberly Mo. 65270
660-263-0338 fax: 660-269-8874
www.mmwindowcleaning.com**

Employment Opportunities



Window Cleaning



Power Washing



Ladder Work

This package includes:

Page 2-3
Page 4-5
Page 6-7

Job Description
Application For Employment
Additional Questions for Employment Application

WE TRAIN WINDOW CLEANING POWER WASHING SPECIALISTS

Mid Missouri Window Cleaning Co. LLC has continually been in business since 1983 and has established a repeat base of loyal customers. It is our intention to continue providing the best and most caring service available, as well as to expand our loyal base of customers. With our company you will:

- Learn a skilled trade.
- Start a career in the growing area of home and commercial service specialist.
- Enjoy fun, interesting work.
- Advancement opportunities.
- Career training & education opportunities.
- Enjoyable work for both men and women.
- Work trucks and transportation provided to and from jobs.
- Sales opportunities available. (Pays extra commission above normal salary.)
- Health Insurance program.
- Vacation program.
- Bonus program.
- Equal Opportunity Employer.

Starting salary depends on experience. We will train the right candidates.

We're looking for

- Motivated
- Hardworking
- Friendly
- Clean cut
- Wholesome
- Physically fit
- Dedicated
- Honest
- Drug free
- Bondable (We pay for bonding.)
- People who enjoy working outdoors & providing excellent service

Each technical position requires the individual to handle a lot of personal responsibility, work independently, and show good judgment.

Our training program will help you learn to decide how jobs are most efficiently and safely performed, how to do the paperwork, invoicing and collecting, personal time management, personal tool inventory, maintenance, and more.

You will also drive to and from job sites in company provided vehicle. This will require a clean valid Missouri Driver's License.

As a tech training with our company you will also be:

1. Learning how to efficiently control and **master the tools** used in window cleaning. Includes but not limited to washing scrubbers (several sizes and types), squeegees (several sizes and types), scrapers, poles (requires practice and skill), water fed poles, ladders (requires safety training There are numerous types of ladders that must be mastered.).
2. Learning the systems and methods used by our company to perform **power or pressure washing**.
 - A. Learn how to operate a power washer.
 - B. Learn how to perform maintenance on a power washing equipment.
 - C. Use extension poles that attach to power washers for high reach areas.
 - D. Learn how to operate flat surface cleaners.
 - E. Learn which chemicals and detergents are required for each job.
 - F. Learn the characteristics of each surface to be cleaned and how to approach that type of surface. (high pressure—low pressure—chemicals. Etc.)
3. Learning the systems and methods used by our company to perform **gutter cleaning**.
 - A. Includes many of the same talents as window cleaning. (Ladder training, tool use, etc.)

4. **Public Relations.**

A. Talking to and interacting with clients and our clients' Customers at their place of business. This is a very important area of our business.

Mid Missouri Window Cleaning Company, LLC



1-800-876-0338

INSURED-BONDED

Application For Employment

PERSONAL INFORMATION

Today's Date _____

Print Name _____
LAST FIRST MIDDLE

Soc. Sec. Number _____

Current Address _____
NUMBER STREET CITY STATE ZIP

Former Address _____
NUMBER STREET CITY STATE ZIP

Home Telephone () _____ Referred by _____

Other Telephone () _____ Are You at Least 18 Years of Age? _____

If not, please give your date of birth: _____

Are you legally authorized to work in the United States? Yes No

Each applicant will be given employment consideration based on individual merit, without regard to the individual's race, color, religion, sex, national origin, the presence of a non-job related medical condition or handicap, or other categories governed by applicable law. We are an equal opportunity employer.

FOR OUR REFERENCE

Position Desired _____ Salary Desired _____ Date Available _____

Ever Work Here Before? _____ Ever Apply Here Before? _____ Related to Anyone Here? _____

Are You Employed Now? _____ Will Present Employer Give A Reference Now? _____

In Case of Emergency Contact _____
NAME RELATIONSHIP TELEPHONE
ADDRESS CITY STATE ZIP

EMPLOYMENT HISTORY (LIST YOUR LAST FOUR EMPLOYERS, BEGINNING WITH THE CURRENT OR MOST RECENT ONE FIRST.)

DATES OF EMPLOYMENT	NAME AND ADDRESS OF EMPLOYER	SALARY BEG./END.	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

PHYSICAL DATA

Do You Have Any Physical or Mental Limitations Which Would Restrict Your Job Performance? Yes No

If Yes, Explain _____

Are You Willing To Take a Pre-Employment Physical Examination? Yes No

Are You Willing To Take a Pre-Employment Substance Abuse Test? Yes No

EDUCATION

SCHOOL	NAME AND LOCATION	DATES ATTENDED (OPTIONAL)	MAJOR SUBJECTS	DID YOU GRADUATE? (LIST DEGREE ATTAINED.)
ELEMENTARY				
HIGH SCHOOL				
TRADE OR TECHNICAL				
COLLEGE OR UNIVERSITY				

Please list on the back side of this form any other training, education, skills or achievements that you feel should be considered.

REFERENCES (LIST THE NAMES OF THREE PERSONS NOT RELATED TO YOU WHO HAVE KNOWN YOU FOR AT LEAST TWO YEARS.)

NAME	ADDRESS/PHONE	TELEPHONE NO.	RELATIONSHIP	YEARS KNOWN

OTHER INFORMATION

List Any Special Qualifications You Have (SPECIALIZED TRAINING AND/OR EXPERIENCE.) _____

Military Experience (DATES OF SERVICE, BRANCH, JOB TITLE, RANK, TYPE OF DISCHARGE.) _____

List Any Specific Computer Skills You Have (PROGRAMS, APPLICATIONS, ETC.) _____

List Hobbies, Areas of Interest _____

APPLICANT'S STATEMENT

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for refusal to hire, or, if hired, dismissal. I authorize investigation of all statements contained in this application. I understand that this application is not and is not intended to be a contract of employment. I understand and agree that my employment is for no specific period of time and may, regardless of the date of payment of my salary, be terminated at any time without previous notice.

SIGNATURE OF APPLICANT _____ DATE _____

Mid Missouri Window Cleaning Company, LLC



1-800-876-0338

INSURED-BONDED

ADDITIONAL QUESTIONS FOR EMPLOYMENT APPLICATION

Name _____

Date _____

Lack of experience does not mean you will be ruled out for consideration of employment. We realize that not everyone is experienced in all areas. Therefore, please be honest in your answers.

1. Do you have a current valid Missouri drivers license? _____
If yes, list drivers license # and expiration date. _____

2. Have you ever been arrested? _____
If yes, Explain: _____

3. Do you have experience using ladders? _____
 Step Ladder
 Six Foot and under
 Step Ladders Over Six Foot
 Extension Ladder
 24 Foot and Under
 Over 24 Foot
List Other Ladders Types: _____

4. Do you have experience using scaffolding? _____

5. Do you have experience using any type of high reach equipment such as bucket trucks, condor lifts, boom trucks, scissors lifts, swing stage, boatswain chair, or any other? _____
If yes list: _____

6. Do you have experience operating any office machines or equipment? _____
If yes, list: (such as calculator, typewriter, computer, copier, etc, but not limited these): _____

7. Do you have sales experience? _____
If yes, describe. _____

8. Do you have experience operating any type of high-pressure washers? _____
If yes, list type: _____
9. Have you ever worked for a window cleaning company before? _____
10. If so, what company? _____
What were your duties? _____
11. Do you own a vehicle? _____
12. Are you employed now? _____ By whom? _____
13. Do you have a sincere smile? _____
14. Do you have attention for detail? _____
15. Do you feel you would do well in the service industry? _____
If yes, why? _____
16. Do you feel you would be able to learn and follow systems taught by us pertaining to the window cleaning and power washing industry? _____
17. Do you have a home telephone or personal cell telephone? (not neighbors or friends) _____
18. Do you have a dependable way to and from work? _____
19. Would you like to make any comments? (use back of page if needed) (comments are a plus)

JOB DESCRIPTION

Page 4 of this application is a complete job description. Please review it carefully. In the space provided below, please explain generally your ability to perform the listed duties. If you are called for a job interview, please be prepared to discuss this more fully at that time.
