

## Montoya Solutions LLC – Job Application Form

I appreciate your interest in working with Montoya Solutions LLC. We always seek reliable, professional, and motivated individuals to join our team.

### PERSONAL INFORMATION

Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### POSITION & AVAILABILITY

Position Applying For (Circle one):

Professional please specified \_\_\_\_\_

Services: Event Staff / Cleaning / Power Washing / Other: \_\_\_\_\_

Availability (Check all that apply):

☐ Weekdays ☐ Weekends ☐ Mornings ☐ Evenings ☐ Nights

Preferred Start Date: \_\_\_\_\_

### Position Descriptions:

- Event Staff: Support setup, breakdown, guest assistance, food service, and crowd control during events.
- Cleaning: Perform general janitorial duties, including sweeping, mopping, disinfecting, and restroom maintenance.
- Power Washing: Operate power washing equipment to clean commercial and residential exterior surfaces safely and effectively.
- Painting.
- CNA, GNA, Nurse
- Other specific files for the employer

## WORK EXPERIENCE

Company Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Company Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Responsibilities: \_\_\_\_\_

## EDUCATION

Highest Level Completed (Check one):

☐ High School ☐ GED ☐ College ☐ Trade School ☐ Other: \_\_\_\_\_

Name of School: \_\_\_\_\_

## SKILLS & LANGUAGES

List any relevant skills or certifications (CPR, OSHA, hospitality, etc.):

Languages Spoken: \_\_\_\_\_

## EMERGENCY CONTACT

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## TRAINING & DEVELOPMENT

Montoya Solutions LLC provides on-the-job training for all new employees to ensure they understand their roles and responsibilities. The contractor is also responsible for delivering training. Safety protocols, client expectations, and company policies will be reviewed thoroughly during orientation.

## **EMPLOYEE BENEFITS**

As part of our commitment to providing a professional and supportive work environment, Montoya Solutions LLC offers the following:

### **Flexible scheduling**

- Opportunities for performance bonuses
- Access to future training and upskilling workshops

**Sick days are available depending on eligibility and role.**

**Note: At this time, health insurance benefits are not provided.**

## **POLICIES & CONDITIONS OF EMPLOYMENT**

- All staff hired by Montoya Solutions LLC are strictly prohibited from entering into any direct business or contractual arrangements with Montoya Solutions' clients. Violation of this policy may result in immediate termination.
- Employees cannot discuss or disclose salary or wage information with other staff. Wage information is confidential and must be kept between the employer and the individual employee. Breach of this policy may result in sanctions, including a 15-day delay in wage disbursement.
- Any behavior that causes disruption, spreads negativity, or disturbs the peace and harmony of the work environment will be subject to disciplinary action. Repeated offenses may lead to termination without further notice.
- Employees are responsible for maintaining safety and cleanliness in their working environment. Each employee is accountable for their conduct, care, and well-being. Employees must report an accident immediately to Montoya Solutions LLC management. The employee is responsible for the positive or negative outcomes of their actions.
- The use of alcohol, illegal drugs, or any illicit substances while on duty or during work hours under Montoya Solutions LLC is strictly prohibited. Violation of this policy will result in immediate termination without pay or any further rights under the company's agreement.
- Montoya Solutions LLC is an Equal Opportunity Employer committed to providing all applicants with an inclusive and welcoming environment. We do not discriminate based on race, color, religion, sex, national origin, age, disability, or any other status protected under federal, state, or local law.

- All applicants must be legally authorized to work in the United States. By federal law, verification of employment eligibility will be required upon hire.
- By submitting this application, you acknowledge that employment at Montoya Solutions LLC is at-will. This means that the employer or the employee may terminate the employment relationship at any time, with or without cause or notice, unless otherwise stated in a written contract.
- Montoya Solutions LLC may perform background checks on candidates during hiring. By signing this form, you authorize Montoya Solutions LLC to contact previous employers, educational institutions, and other relevant references as part of the employment review.
- If you require reasonable accommodations during the application process or employment due to a disability or medical condition, please inform management. We comply with the Americans with Disabilities Act (ADA).

#### **DISCLAIMER & SIGNATURE**

I certify that the information in this application is accurate and complete to the best of my knowledge. I understand and agree to comply with the policies stated above. If hired, I acknowledge that false or misleading information may result in disqualification or termination.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this form to:

Montoya Solutions LLC

Email: [info@staffmontoyasolutions.com](mailto:info@staffmontoyasolutions.com)

Phone: 667-305-5500

**MONTROYA**  
**SOLUTIONS LLC**  
STAFFING AND JANITORIAL SERVICES