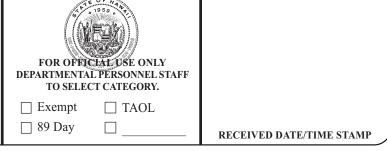
STATE OF HAWAI'I APPLICATION FOR NON-CIVIL SERVICE APPOINTMENT

UNIVERSITY OF HAWAI'I OFFICE OF HUMAN RESOURCES

2440 Campus Road Administrative Services Building #2 Honolulu, Hawaii 96822-2246



GENERAL INSTRUCTIONS TO APPLICANT: Please type or print legibly in blue or black ink.

- The information you provide will be used to determine whether you qualify for the job(s), for which you are applying.
 - Your entire application and attachments (if any) must be received only at the Personnel Office above.
- This application form is to be used for non-civil service appointments.
- Before applying, read the position requirements described in the Announcement carefully to determine if you qualify for the position.
- Any additional required forms described in the **Announcement** can be obtained from this office.
- Answer the questions completely and accurately. Your application may be rejected if it is incomplete or you may be disqualified or dismissed from employment if you provide false information.
- You must notify this office in writing of any changes to your name, addresses, telephone numbers or availability information.
- We will not be responsible for any mail or correspondence which does not reach you.
- Your application and supporting documents are confidential and become our property. Please keep copies for your own record.
- The information you submit on this form may be verified.

• The information on pages 1 and 2 will not be released to persons involved in the appointment process.

The State of Hawai'i is an equal opportunity employer and complies with applicable state and federal laws relating to employment practices.

1. POSITION TITLE APPLYING FOR 2.	 8. CITIZENSHIP STATUS. The State of Hawai'i requires that all persons seeking employment with the government of the State shall be citizens, nationals, or permanent resident aliens of the United States, or eligible under federal law for unrestricted employment in the United States. I acknowledge I have read and understood the above information.
Last First Middle OTHER NAMES USED OR FORMER 4. 4. LAST NAME:	 9. NOTICE OF "AT WILL" EMPLOYMENT The job you are applying for is temporary in nature. Therefore, if appointed to the position, your employment will be considered to be "At Will," which means that you may be discharged from your employment at the prerogative of the department head or designee at any time. CERTIFICATE OF APPLICANT I have been informed and understand that this application is for consideration of a job that is temporary in duration, has limited or no benefits, and employment, if offered, is only on an "At Will" basis. I hereby certify that all statements in this application are true and correct to the best of my knowledge, and I agree and understand that any misstatements of material facts herein may cause forfeiture of all rights to any employment in the service of the State of Hawai'i. I have read the terms or conditions stated on this application and understand that there may be additional
PHONE 7. NUMBER: Home Other	employment-related tests as required.

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The information on pages 1 and 2 will not be released to persons involved in the appointment process.

Information requested in items 10 through 19 is needed to make determinations on your suitability for employment. Dismissals from employment or dishonorable separations from military service do not automatically disqualify you from employment. The circumstances of each individual case will be evaluated against the requirements of the position for which you have applied, to determine suitability for employment.

DISMISSALS FROM EMPLOYMENT AND/OR DISHONORABLE SEPARATIONS FROM MILITARY SERVICE Within the past five years, were you:					
m employment?	YFS				
	YES	NO NO			
1 below, the dates and . For dismissals from					
D OF ANY low, the dates, status; and any other DNSPIRACY TO OR VIOLENCE?		NO			
status; and any other					
uple, e; the date; the state; the speci of the suspension or revocation	fic	NO			
		NO			
r	securing employment	8			

1. I USITION TITLE ATTENING FOR.			□ Exempt □ TAOL □ 89 Day □
As required by federal and/or state laws, we do not discriminate on the basis of age, sex (including gender identity or expression), religion, race, color, ancestry, national origin, disability, marital status, veteran's status, sexual orientation, arrest and court record, citizenship, genetic information or any other protected characteristic. The State of Hawai'i is an equal opportunity employer and complies with applicable state and federal laws relating to employment practices.	3. NAME:Last 4. OTHER NAMES USED OR FORMER LAST NAME: 5. E-MAIL ADDRESS: 6. MAILING ADDRESS: P.O. E City 7. PHONE NO.:	ox or Numbe State	Middle r and Street e Zip Code Other
B. EDUCATION HISTORY: When verification is required, the documentation m for the training and/or your application may be considered incomplete and rejected. The our qualifications for the position(s) for which you are applying	ne information you provide in this . The information you su	s section will be used st abmit on this for	rictly in the evaluation of
A. NAME AND LOCATION (city and state) of last grade school attended: (el- (School name/type) Did you graduate? Yes No If no, what grade level did you compl Did you receive a GED? Yes No B. TRAINING: In-service training, business, trade, armed forces, college or unive	(City/State/Country)	
NAME & ADDRESS	Course or Major Field of Study	Number of Credits or Hours Completed Semester Quarter	Kind of Degree, Diploma or Certificate Received
 LICENSES, CERTIFICATES, OTHER QUALIFICATIONS A. DRIVER'S LICENSE: Yes, I have a valid driver's license or I am ab No, I do not have a driver's license and/or I a a driver's license. B. OTHER LICENSES OR CERTIFICATES: Please indicate the kind, regise evidence is required, please submit a photocopy or present for verification. C. KNOWLEDGE OF LANGUAGE OTHER THAN ENGLISH: List the language and check the appropriate block(s). Some positions require the ability to speak, read, and/or write in a language other than English. 	 b. SPECIAL QUALIFICA or scientific societies, hone 	idered for positions w or other licensing auth TIONS: Include mem	which require hority. <i>If proof of</i>

STATE OF HAWAI'I UNIVERSITY OF HAWAI'I - OFFICE OF HUMAN RESOURCES

FOR OFFICIAL USE ONLY

EDUCATION AND EMPLOYMENT HISTORY STATE OF HAWAI'I APPLICATION FOR NON-CIVIL SERVICE APPOINTMENT

10. EXPERIENCE: Please type or print legibly in ink. Begin with your present or last employment/training and work backwards. Describe all employment/training, including military service and volunteer work. Use separate blocks if your duties and responsibilities changed while working for the same employer. To receive full credit for your experience, describe in detail the tasks you were assigned. If you supervised others, explain your duties as a supervisor and indicate the number and job duties of employees you supervised. If more space is needed provide the information on a blank sheet titled "Experience" and attach it to this form. Information you submit on this form may be verified. **Do not submit a resume in place of completing this page.**

Company URL Internet Address Starting Salary \$Per Your Position Title and Duties Ending Salary \$Per	Your Present or Last Position	Employer Address Supervisor's Name and Title Company Phone Number Company URL Internet Address Your Position Title and Duties Do you supervise? Yes No If yes, how many employees?	From: Month Year To:
Employer	A S C C	upervisor's Name and Title	To:
Address Month Year Supervisor's Name and Title To:	_		May we contact this employer? Yes No
Your Position Title and Duties	A S C	upervisor's Name and Title	To:Year
Employer From: Address From: Supervisor's Name and Title To: Company Phone Number Full Time Part Time Volunteer Average hours worked per week Starting Salary \$ Per Your Position Title and Duties Ending Salary \$ Per	Y 	Jour Position Title and Duties	Ending Salary \$ Per
Address To:			
	A Si C C Yi	ddress	To: