

UNIVERSITY OF HAWAII
COMMUNITY COLLEGES

APPLICATION
FOR
FACULTY OR EXECUTIVE/MANAGERIAL POSITIONS

It is the policy of the University of Hawaii to provide equal opportunity in higher education, both in the educational mission and as an employer. All qualified persons, especially women, members of minority groups, persons with disabilities and Vietnam Era veterans, are encouraged to apply.

(This application form should be submitted directly to the college to which you are applying. If applying to more than one college, submit separate applications to each.)

ISLAND OF OAHU:

HONOLULU COMMUNITY COLLEGE
874 Dillingham Boulevard
Honolulu, HI 96817

KAPIOLANI COMMUNITY COLLEGE
4303 Diamond Head Road
Honolulu, HI 96816

LEEWARD COMMUNITY COLLEGE
96-045 Ala Ike
Pearl City, HI 96782

WINDWARD COMMUNITY COLLEGE
45-720 Keaahala Road
Kaneohe, HI 96744

NEIGHBOR ISLANDS:

HAWAII COMMUNITY COLLEGE
200 West Kawili Street
Hilo, HI 96720-4091

MAUI COMMUNITY COLLEGE
310 Kaahumanu Avenue
Kahului, HI 9673

KAUAI COMMUNITY COLLEGE
3-1901 Kaumualii Highway
Lihue, HI 96766

COMMENTS:

RECOMMENDED RANK AND STEP PLACEMENT: _____

I. Education and Training

A. Academic: Beginning with your present or most recent educational experience, list all schools you attended beyond Grade 12:

<u>School Name and Address</u>	<u>Major Field of Study/Minor</u>	<u>Type of Degree Rcvd.</u>	<u>Date Rcvd.</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

B. Training: Beginning with your most recent training experience, list all military (if appropriate), trade, technical, apprenticeship, or special training you have received.

<u>School Name and Address</u>	<u>Occupational Area</u>	<u>Completed Program</u>	
		<u>Yes/No</u>	<u>Date</u>

A. Teaching Experience

Beginning with your present or most recent teaching experience, list your teaching experience. If additional space is required, continue on a separate sheet and attach.

<u>School Name and Address</u>	<u>Position Title</u>	<u>FT/PT</u>	<u>Date</u>	<u>No. Credits Taught</u>
		(<u>Mo/Yr to Mo/Yr</u>)	(<u>Mo/Yr to Mo/Yr</u>)	

List Post-Secondary Courses Taught (attach add'l pages)	Date (<u>Mo/Yr to Mo/Yr</u>)	No. Credits <u>Taught</u>
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B. Other Professional Experience

Beginning with your present or most recent job, experience, other than teaching, provide the information below. If additional space is required, continue on a separate sheet and attach.

Employer _____ Address _____

Supervisor's Name/Title _____ Your Title _____

Full-Time ____ to ____ Hrs/Week ____ Part-Time ____ to ____ Hrs/Week ____
 Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr
 Mo/Yr Mo/Yr

Beginning Salary: \$ _____ Ending Salary: \$ _____

Reason(s) for Leaving: _____

Description of Duties and Responsibilities:

Employer _____ Address _____

Supervisor's Name/Title _____ Your Title _____

Full-Time ____ to ____ Hrs/Week ____ Part-Time ____ to ____ Hrs/Week ____
Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr
Mo/Yr Mo/Yr

Beginning Salary: \$ _____ Ending Salary: \$ _____

Reason(s) for Leaving: _____

Description of Duties and Responsibilities:

Employer _____ Address _____

Supervisor's Name/Title _____ Your Title _____

Full-Time ____ to ____ Hrs/Week ____ Part-Time ____ to ____ Hrs/Week ____
Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr
Mo/Yr Mo/Yr

Beginning Salary: \$ _____ Ending Salary: \$ _____

Reason(s) for Leaving: _____

Description of Duties and Responsibilities:

Employer _____ Address _____

Supervisor's Name/Title _____ Your Title _____

Full-Time ____ to ____ Hrs/Week ____ Part-Time ____ to ____ Hrs/Week ____
Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr
Mo/Yr Mo/Yr

Beginning Salary: \$ _____ Ending Salary: \$ _____

Reason(s) for Leaving: _____

Description of Duties and Responsibilities:

Employer _____ Address _____

Supervisor's Name/Title _____ Your Title _____

Full-Time ____ to ____ Hrs/Week ____ Part-Time ____ to ____ Hrs/Week ____
Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr Mo/Yr
Mo/Yr Mo/Yr

Beginning Salary: \$ _____ Ending Salary: \$ _____

Reason(s) for Leaving: _____

Description of Duties and Responsibilities:

V. Current References

List below the names and addresses of those who will send letter of reference and/or who may be contacted regarding your application:

Name in Full Position Current Mailing Address Telephone No.

1. _____ () _____
2. _____ () _____
3. _____ () _____

APPLICANTS MAY SUBMIT OTHER MATERIALS (papers, writings, statements, etc.) WHICH MAY BE OF ASSISTANCE IN EVALUATING THEIR QUALIFICATIONS.

ALL REQUESTED DOCUMENTS AND INFORMATION BECOME THE PROPERTY OF THE RESPECTIVE COLLEGE. FAILURE TO SUBMIT ALL REQUIRED DOCUMENTS SHALL DEEM AN APPLICATION INCOMPLETE AND WILL NOT BE CONSIDERED.

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 WITH THE UNIVERSITY OF HAWAII .

ORIGINAL SIGNATURE OF APPLICANT: _____

Date: _____

CRIME AWARENESS AND CAMPUS SECURITY ACT

In accordance with the Campus Security Act of 1990, the University of Hawaii maintains data on the types and number of crimes that occur on University property as well as policies dealing with campus security. To obtain additional information, please visit the respective campus' website or contact their security office.

An Equal Opportunity/Affirmative Action Institution

CC Personnel Form 27A (Revised 08/04/04)