



PACIFIC RESOURCES FOR EDUCATION AND LEARNING

An Equal Opportunity Employer

119 Merchant Street #402
Honolulu, Hawai'i 96813
(808) 441-1300 · Fax (808) 441-1385
<https://www.prel.org>

EMPLOYMENT APPLICATION

Date:

Position for which you are applying:

General Information

Name			
Address			
City	State	Zip Code	E-mail
Telephone Number ()			Pronouns

Employment Record

In your resume / curriculum vitae, include a list of your five most recent employers, along with the company name, address, phone number, dates employed, supervisor, position, and duties. Please include self-employment, military service, summer, and part-time jobs as applicable.

Education

	Institution Name	Location	Did you graduate?	Diploma/Degree or Certification
High School				
Undergraduate				
Graduate				
Other*				
Other*				
Other*				

* "Other" can include (but is not limited to) formal trainings, apprenticeships, or traditional training pathways. Please include additional details in your resume or curriculum vitae.

References

Please list three (3) professional references.

Name	Organization Name	Relationship
Email	Telephone Number ()	
Name	Organization Name	Relationship

Email	Telephone Number ()	
Name	Organization Name	Relationship
Email	Telephone Number ()	

Other Information

Are you able to perform the essential functions of this job with or without reasonable accommodation?

Have you ever been convicted of a crime?

If so, when, where and what was the disposition of the case?

Do you know anyone presently working for our organization?

If so, who, and in what capacity do you know this person / these people?

If hired, on what date can you begin work?

Notes

PREL is an equal employment opportunity employer; we do not discriminate on the basis of age, sex, race, religion, color, ancestry, citizenship, national origin, marital status, disability, arrest and court record, sexual orientation, or other protected categories in accordance with state and federal laws. This employment application is only valid for the position applied.

It is PREL's policy to hire only U.S. citizens and aliens who are authorized to work in this country. Upon employment, you will be required to produce original documents establishing your identity and authorization to work, and to complete the U.S. Immigration and Naturalization Service's Form I-9.

Certification

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that my application will not be considered if it is incomplete. Further, I understand that any misrepresentation or omission when discovered will subject me to disqualification from further consideration or to discharge.

I consent to and authorize PREL to make a full and complete investigation of my personal or employment history and authorize any former employer, person, firm, school, or other entity to provide PREL with any information they may have for purposes of consideration of my application for employment. I release PREL and all providers of any information from any liability as a result of furnishing and receiving this information.

This application is not a contract and cannot create a contract. I understand that if I am employed, my employment is "at will" and can be terminated at any time, either by myself or PREL, with or without cause or reason and with or without notice.

Applicant's Signature/Authorization