CAREER OPPORTUNITY
State of Hawaii, Department of Human Services
1390 Miller Street Honolulu, Hawaii 96813

Opening Date:
July 7, 2002
(Revised January 1, 2017)

Continuous Recruitment Until Needs Are Met

VOCATIONAL REHABILITATION SPECIALIST III - DHS RECRUITMENT NO. 02-03
(STATE PLAN COUNSELOR)
STATEWIDE EMPLOYMENT
$3,911.00 - $4,580.00 (S20, Step C to G) per month*

VOCATIONAL REHABILITATION SPECIALIST IV - DHS RECRUITMENT NO. 02-04
(STATE PLAN COUNSELOR)
OAHU EMPLOYMENT ONLY
$4,231.00 - $4,954.00 (SR-22, Step C to G) per month*

* Note: Hiring Rates will be based on availability of funds, the applicant's qualifications and other relevant factors

JOB DUTIES:

VOCATIONAL REHABILITATION SPECIALIST III: Performs evaluation, vocational counseling and allied rehabilitation services for the full range of cases; provides and/or arranges for testing, medical treatment, training, job placement and adjustment; and performs other related duties as assigned.

VOCATIONAL REHABILITATION SPECIALIST IV: Supervises and participates in vocational rehabilitation and allied services of an operating unit; independently performs all vocational counseling, evaluation and rehabilitation services for individuals representing the most difficult and complex cases; provides all vocational rehabilitation services alone at a field station; or serves as a program specialist; certifies and regulates those who provide direct vocational rehabilitation services to industrially injured employees; and performs other related duties as assigned.

MINIMUM QUALIFICATION REQUIREMENTS: Applicants for positions who perform, or are authorized to perform, direct counseling services as specified in the State Plan for Vocational Rehabilitation Services must meet the following requirements:

VRS III:
Applicants for VRS III and higher levels must meet one of the following:

1. possess a Master's degree in rehabilitation counseling accredited by the Council on Rehabilitation Education (CORE); or
2. current certification as a Certified Rehabilitation Counselor (CRC); or
3. CRC eligible (meet all graduate level education, internship and experience requirements to be acceptable for certification as a CRC).

VRS IV: In addition to the preceding requirements for the VRS III level, applicants must possess one year of professional experience in one or a combination of the following:

1. Vocational rehabilitation training as a regularly designated responsibility;
2. Vocational guidance and teaching work in a recognized vocational rehabilitation program or in a school for persons with disabilities;
3. Developmental work in programs of vocational rehabilitation located in an educational institution, government, business, or industry;
4. Personnel placement or employment placement experience which has provided extensive knowledge of training and rehabilitation requirements necessary to place persons with disabilities in one or more broad occupational areas; and
5. Vocational rehabilitation counseling experience involving the adjustment, training and placement of persons with disabilities into gainful employment.

Qualifying experience must have demonstrated the ability to provide the full range of direct service activities under general supervision. Such experience must have demonstrated the ability to independently develop training programs for persons with disabilities, to assist them in adjusting to training program and/or work situations and demonstrated successful contacts with management for the placement of disabled persons.

(Continued on Page 2)
HOW TO APPLY:
1. Applications are available at the Department of Human Services (DHS) - Personnel Office or at http://humanservices.hawaii.gov/employment-opportunities/.

2. Complete and return all forms to the Department of Human Services - Personnel Office, 1390 Miller Street, Room 202, Honolulu, Hawaii 96813. Your application may be rejected if the required documentation as identified below is not submitted at the time of application. A legible photocopy of your application with current information and an original signature will be accepted.

REQUIRED FORMS/DOCUMENTATION:
You must submit the following forms/documentation together with your application or your application may be rejected:
1. Evidence of the appropriate training (e.g. transcripts or diploma) to be given credit for education. A photocopy will be accepted; however, DHS reserves the right to request for an official copy.

2. The Supplemental Experience Statement for Vocational Rehabilitation Specialist III and IV.

NOTIFICATION TO APPLICANTS:
The Department of Human Services will use electronic mail (email) or notify applicants in writing of important information relating to the status and processing of your application as a part of our ongoing efforts to increase operational efficiency, promote the conservation of green resources, and minimize delays and costs.

Please ensure that the email address and contact information you provide is current, secure, and readily accessible to you. We will not be responsible in any way if you do not receive or check your email-box in a timely manner.

PUBLIC SERVICE LOAN FORGIVENESS (PSLF) PROGRAM
The PSLF Program is a federal program that is intended to encourage individuals to work in public service by forgiving the balance of their federal student loans. To qualify, the individual must have made 120 qualifying payments while employed by a qualifying employer. For more information, please visit: https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service

TESTING INFORMATION:
The examination for this recruitment will be conducted on an unassembled basis, where the examination score is based on an evaluation and rating of your education and experience. It is, therefore, important that your employment application provide a clear and detailed description of the duties and responsibilities of each position you held.

In-person interviews and/or further testing in Hawaii may be required at the discretion of the hiring agency. If in-person interviews and/or further testing is a requirement, applicants who meet the minimum qualification requirements and are referred to the vacancy must be available to participate in person and at their own expense in this required phase of the selection process.

Applicants are encouraged to submit their application as soon as possible. In addition to employment availability and score, the referral of qualified applicants may be based upon other factors including date of receipt of the application.

QUALITY OF EXPERIENCE: Your possession of the required amount of experience will not in itself be accepted as proof of qualification for the position. Overall paid or unpaid experience must be of such scope and responsibility as to conclusively demonstrate that you have the ability to perform the duties of the position. Provide a detailed description of your duties and responsibilities. If you worked on a part-time basis, indicate the average number of hours you worked per week.

NOTE: The Department of Human Services will not withhold the referral of names of eligibles for employment consideration because of your failure to provide accurate and complete information concerning your qualifications.

HOW TO FILE: Applications should be submitted in person or by mail to:
Department of Human Services
1390 Miller Street, Room 202
Honolulu, Hawaii 96813

Or by mail to:
Department of Human Services
P.O. Box 339
Honolulu, Hawaii 96809-0339

WHEN TO FILE: File applications immediately. Mailed applications and supplemental materials should be postmarked by midnight of the last day to file applications. For positions indicating Continuous Recruitment Until Needs Are Met, the last day to file applications will be posted in the Personnel Office at the address listed above.

An Equal Opportunity Employer
STATE OF HAWAI‘I
Department of Human Resources Development – State Recruiting Office
235 South Beretania Street, Room 1100, Honolulu, Hawai‘i 96813-2437

APPLICANT DATA SURVEY
(Page 1 of 2)

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Please complete one Applicant Data Survey form for each job you apply for. If applying for more than one level of work appearing in the same State of Hawai‘i Career Opportunity announcement, complete an additional line for each additional level of work.

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<tr>
<th>JOB(S) APPLYING FOR</th>
<th>TITLE</th>
<th>RECRUITMENT NUMBER</th>
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APPLICANT DATA SURVEY (Optional)
The State of Hawai‘i invites employees and applicants to voluntarily self-identify their age, sex, race or ethnicity, and language skills. Submission of this information is VOLUNTARY and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept CONFIDENTIAL and may only be used in accordance with provisions of applicable laws, executive orders, and regulations.

AGE

Under 20
20 - 24
25 - 29
30 - 39
40 - 49
50 and over

GENDER

Male
Female

ETHNICITY

(Check the box below if you are of Hispanic Origin)

Hispanic or Latino: All persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

RACE

(Select one or more racial categories below to describe yourself)

White: All persons having origins in any of the original peoples of Europe, the Middle East, or North Africa. (e.g., persons who identify as Portuguese, German, Lebanese, Arab, or Egyptian).

Black or African American: All persons having origins in any of the Black racial groups of Africa.

American Indian or Alaskan Native: All persons having origins in any of the original peoples of North and South America (including Central America), and who maintain cultural identification through tribal affiliation or community recognition.

Native Hawaiian and Pacific Islander: All persons having origins in any of the original peoples of Hawai‘i, Guam, Samoa, or other Pacific Islands – Native Hawaiian, Guamanian or Chamorro, Samoan, etc.

Asian: All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Sub-continent: Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Other:

Note: Race/ethnic designations as used by the U.S. Equal Employment Opportunity Commission (EEOC) do not denote scientific definitions of anthropological origins.
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<th>(Select from the languages/dialects listed below)</th>
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<td>□ Welsh □ Wolof □ Yapese □ Other - Pls. specify:</td>
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Please select one (1) of the following on your fluency in the language/dialect as referenced above.

- Native or Native-like
- Conversational
- Simple phrases
- Not applicable

Rate your ability to SPEAK the language / dialect as referenced above.

- High
- Moderate
- Low
- Not applicable

Rate your ability to READ the language / dialect as referenced above.

- High
- Moderate
- Low
- Not applicable

Rate your ability to WRITE the language / dialect as referenced above.

- High
- Moderate
- Low
- Not applicable

If needed, are you comfortable in assisting or interpreting for limited English clients/customers who speak your language?

- Yes
- No
- Not applicable
The information you provide will be used to determine whether you meet public employment requirements and the minimum qualification requirements in the Class Specifications. 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 or court record, citizenship, genetic information or any other protected characteristics. The State of Hawaii is an equal opportunity employer and complies with applicable State and Federal laws relating to employment practices.

MERIT CIVIL SERVICE SYSTEM: The employment of persons in the civil service, as defined by State law, is governed by the merit principle. Applicants must meet the minimum qualification requirements of the position being sought, including all education, experience, licensure, certification, security clearances, and other public employment requirements for State Civil Service employment. It is the applicant's responsibility to provide complete information. The information submitted may be verified. Applicants must meet the requirements and qualify on appropriate employment related tests to be eligible for employment consideration.

LEGAL AUTHORIZATION TO WORK REQUIREMENT: The State of Hawaii requires 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.

HAWAII STATE RESIDENCY REQUIREMENT: Effective July 1, 2007, persons who are non-residents of the State of Hawaii will have thirty (30) days from the date they begin their State employment to become Hawaii residents. While an employee of the State of Hawaii, they must maintain their Hawaii residency.

PHYSICAL/MEDICAL REQUIREMENTS: Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

REASONABLE ACCOMMODATION: Applicants with special needs should contact our Civil Rights Compliance Officer during business hours at (808) 586-4955 at the time of application.

LANGUAGE ACCESS ASSISTANCE: All of our written and oral material will be provided to you in English. If you need assistance, please contact our department's Civil Rights Compliance Officer by telephone at (808) 586-4955 during normal business hours or write to the Civil Rights Compliance Officer, Department of Human Services, 1390 Miller Street, Room 202, Honolulu, HI 96813.

VETERANS PREFERENCE POINTS: (Open Competitive Recruitments Only). To receive 5 Veterans Preference Points, an applicant must submit a copy of the DD214 (Member 4) verifying dates of honorable service. To receive 10 Veterans Preference Points, submit a copy of an official statement/letter from the U.S. Department of Veteran Affairs or armed service dated within the past 12 months which confirms your qualification to receive 10 points preference.

CRIMINAL HISTORY RECORD CHECK: Individuals who are recommended for hire are required to undergo a criminal history record clearance and other checks, as applicable.

(Continued on page 2)
DEPARTMENT OF HUMAN SERVICE'S LEVELS OF REVIEW: Applicants will be notified of their status in writing. Applicants who do not agree with a decision or action taken by the Department of Human Services shall have two successive levels of review. Each review must be concluded before an applicant may request the next higher review. Note that each review is addressed to a specific office.

1. INTERNAL COMPLAINT. This is the first level of review. An applicant who does not agree with an action taken on your application, may file an Internal Complaint with the Department of Human Services. This must be done by submitting the Department of Human Services Internal Complaint Form, DHS9005 to the Department of Human Services, Personnel Office within (7) working days after the date of the notice. A review will not be conducted if you do not file your complaint within the seven (7) working day limit.

2. APPEAL TO THE MERIT APPEALS BOARD. An appeal to the Merit Appeals Board is the second level of review. An applicant who does not agree with an action resulting from the Internal Complaint with the Department of Human Services may then file an appeal to the Merit Appeals Board. Further information and details regarding procedures, required forms, and the mailing address to file an appeal are available at http://hawaii.gov/hrd/main/ecd/mab. If the applicant does not agree with the internal complaint decision rendered by the Department of Human Services, it may be appealed in writing to the State Merit Appeals Board within twenty (20) days from the date of the action on the internal complaint. An internal complaint must have been completed by the Department of Human Services before an appeal may be requested.

If you have questions, please contact our office during business hours at (808) 586-4969 for further information.

October 1, 2014
1. 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.

2. UNITED STATES MILITARY SERVICE/VETERAN’S PREFERENCE
Note: Veteran’s Preference is only applicable for open-competitive recruitments.

If you are claiming Veteran’s Preference, please scan and attach a copy of your DD-214 form and/or official statement from the Veterans Administration or armed forces to your application.

☐ None

☐ I am claiming 5 Veteran’s Preference points and will submit a copy of my DD-214.

☐ I am claiming 10 Veteran’s Preference points and will submit a copy of my DD-214 and/or official statement from the Veterans Administration (VA), as applicable.

If you are claiming U.S. Military Service, please complete the following:
A. Date Entered Service: ____________________________
B. Date Separated From Service: ____________________________

3. POSITION TITLE APPLYING FOR

4. RECRUITMENT NUMBER

5. NAME: Last First Middle

6. OTHER NAMES USED OR FORMER LAST NAME:

7. MAILING ADDRESS: P.O. Box or Number and Street
City State Zip Code

8. PHONE NUMBER: Home Other

9. CERTIFICATE OF APPLICANT
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 employment-related tests as required.

Date ____________________________
Original Signature of Applicant ____________________________
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.

10. DISMISSALS FROM EMPLOYMENT AND/OR DISHONORABLE SEPARATIONS FROM MILITARY SERVICE
   Within the past five years, were you:
   A) Fired, terminated for cause, dismissed, discharged or asked to resign from employment? □YES□NO
   B) Separated from military service under conditions other than honorable? □YES□NO
   (If you answer “Yes” to question 10A or 10B, please explain in detail item #11 below, the dates and reasons for your dismissal from employment or separation from military service. For dismissals from employment, provide also the name and address of the employer.)

11. 

12. WITHIN THE PAST THREE (3) YEARS, HAVE YOU BEEN CONVICTED OF ANY OFFENSE RELATED TO CONTROLLED SUBSTANCES? □YES□NO
   (If you answer “Yes” to the above question, please explain in detail item #13 below, the dates, nature and circumstances of the conviction; the sentence imposed and its current status; and any other relevant information you wish to provide.)

13. 

14. HAVE YOU EVER BEEN CONVICTED OF ANY ACT, ATTEMPT OR CONSPIRACY TO OVERTHROW THE STATE OR FEDERAL GOVERNMENT BY FORCE OR VIOLENCE? □YES□NO
   (If you answer “Yes” to the above question, please explain in detail item #15 below, the dates, nature and circumstances of the conviction; the sentence imposed and its current status; and any other relevant information you wish to provide.)

15. 

16. SUSPENSION OR REVOCATION OF LICENSE
   Was your license or certification to practice in a regulated profession (for example, physician, engineer, nurse, plumber, etc.) ever suspended or revoked? □YES□NO
   (If you answer “Yes,” please explain in detail item #17 below, the type of license; the date; the state; the specific board or organization that suspended or revoked your license; the circumstances of the suspension or revocation; and any other relevant information you wish to provide.)

17. 

18. SETTLEMENTS OR AGREEMENTS
   Have you accepted a settlement, a cash buyout such as through the State’s Separation Incentive Program or are you subject to any restriction limiting or precluding you from seeking or securing employment with the State of Hawai‘i? □YES□NO
   (If you answer “Yes,” to question 18, please explain in detail item #19 below, the reason and date of your settlement or restriction from applying with the State of Hawai‘i.)

19. 

State of Hawai‘i Department of Human Resources Development  Page 2  Form HRD 315(Rev.10/2013)
The information you provide will be used to determine whether you meet the minimum qualification requirements in the Class Specifications. 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.

### 8. EDUCATION HISTORY

When verification is required, the documentation must be submitted at the time of the application. If not, you may not receive credit for the training and/or your application may be considered incomplete and rejected. The information you provide in this section will be used strictly in the evaluation of your qualifications for the position(s) for which you are applying. The information you submit on this form may be verified.

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<tr>
<th>A. NAME AND LOCATION (city and state) of last grade school attended: (elementary, intermediate or high school)</th>
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<tr>
<td>(School name/type)</td>
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<td>(City/State/Country)</td>
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<td>Did you graduate?</td>
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<td>Did you receive a GED?</td>
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<th>B. TRAINING: In-service training, business, trade, armed forces, college or university, graduate of professional schools.</th>
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<td>NAME &amp; ADDRESS</td>
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<td>Course or Major</td>
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<td>Field of Study</td>
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<td>Number of Credits or Hours Completed</td>
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<td>Semester</td>
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<td>Kind of Degree, Diploma or Certificate Received</td>
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### 9. LICENSES, CERTIFICATES, OTHER QUALIFICATIONS

| A. DRIVER'S LICENSE: | Yes, I have a valid driver’s license or I am able to obtain a valid driver’s license by the time of appointment. |
| --- |
| No, I do not have a driver’s license and/or I am not interested in being considered for positions which require a driver’s license. |

| B. OTHER LICENSES OR CERTIFICATES: | Please indicate the kind, registration number, and the State or other licensing authority. If proof of evidence is required, please submit a photocopy or present for verification. |
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<th>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.</th>
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<td>LANGUAGE</td>
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| D. SPECIAL QUALIFICATIONS: Include membership in professional or scientific societies, honors, awards, fellowships, publications (list but do not submit unless requested), etc. |
10. **EXPERIENCE**: Please type or print legibly in blue or black 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.

Please complete this section even if you are attaching a resume or other documents.

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<tr>
<th>Employer</th>
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<tr>
<th>Supervisor’s Name and Title</th>
<th>Company Phone Number</th>
<th>Company URL Internet Address</th>
<th>Your Position Title and Duties</th>
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**Do you supervise?** Yes [ ] No [ ] If yes, how many employees? [ ]

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**Did you supervise?** Yes [ ] No [ ] If yes, how many employees? [ ]

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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Supervisor’s Name and Title</th>
<th>Company Phone Number</th>
<th>Company URL Internet Address</th>
<th>Your Position Title and Duties</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

**Did you supervise?** Yes [ ] No [ ] If yes, how many employees? [ ]

May we contact this employer? Yes [ ] No [ ]

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State of Hawai‘i Department of Human Resources Development Page 4 Form HRD 315(Rev.10/2013)
SUPPLEMENTAL EXPERIENCE STATEMENT FOR
VOCATIONAL REHABILITATION SPECIALIST III & IV
(DHS/State Plan Counselor)

In addition to the data on your application, the information provided on this form will be used to evaluate your qualifications. It is therefore essential that you answer this supplemental form as accurately and as completely as possible to ensure that you receive maximum credit.

Read and answer all questions below. Use the back of this sheet or additional sheets if more space is needed.

PART I (All Applicants): Check which of the following you possess. Provide a complete description and attach verifying documentation or evidence of fulfillment.

<table>
<thead>
<tr>
<th>Level(s) applying for</th>
<th>Minimum Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ VRS III &amp; IV</td>
<td>□ Masters degree from a CORE accredited program in rehabilitation counseling, or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ CRC certification, or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Eligibility for CRC certification (Must meet all graduate level education, internship and experience requirements to be acceptable for certification as a CRC).</td>
<td></td>
</tr>
</tbody>
</table>

Optional information to be used for additional employment referral opportunities

<table>
<thead>
<tr>
<th>All Levels</th>
<th>Ability to use American Sign Language</th>
<th>Describe your level of proficiency:</th>
</tr>
</thead>
</table>

PART II (Applicants for VRS IV level only): Indicate if you have professional work experience in the following areas:

1. Vocational rehabilitation training as a regularly designated responsibility.

Employer: ___________________________________________ Employment Date(s): __________________________

Position Title(s): __________________________________________

Describe your duties: ______________________________________

________________________________________________________________________

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________________________________________________________________________
2. Vocational guidance and teaching work in a recognized vocational rehabilitation program or in a school for persons with disabilities.

Employer: ___________________________ Employment Date(s): ___________________________

Position Title(s): ________________________________________________________________

Describe your duties: 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5. Vocational rehabilitation counseling experience involving the adjustment, training, and placement of persons with disabilities into gainful employment.

Employer: ___________________________ Employment Date(s): ___________________________

Position Title(s): ___________________________

Describe your duties: ____________________________________________________________

I hereby certify that all statements in this form 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 State of Hawaii civil service.

I further request and authorize the employer, its agent, and/or contact person named herein, to furnish verification of the statements made herein and/or employment information, as requested by the Department of Human Services of the State of Hawaii.

_________________________________________  ________________________________
Signature                                      Date
Employment Availability Information Form

State of Hawaii
Department of Human Services

Title of Job Applying For: 

Grade: 

NAME:  

Geographical Availability: Please check () all the locations for which you are willing to accept employment. Note: You must be eligible to work in any of the areas within the geographic areas that you have selected.

Hawaii
Oahu

• Hilo (includes Pahoa, Pepeekeo, Paauilo, Kaimakahamea)
• Honokaa (includes Waipi'o, Kamuela, Waimea, Kawaihae)
• Kamuela (includes Waimea, Kealakekua, Puako, Waikoloa, Captain Cook, Kealakekua)
• Kona (includes Kealakekua, Captain Cook, Pahoa, Hilo, Keaau, Kailua-Kona)

• Maui

• Wailuku (includes Puunene, Pukalani, Makawao, Haiku, Paia)

• Lanai City

• Molokai

Type or print legibly in ink

Employment Availability: Please check () the following conditions of employment for which you are interested and available. If you are applying to a permanent position and have

4. Temporary jobs of more than 12 months - Full-time
5. Temporary jobs of 12 months - Part-time
6. A job at a lower rate of pay

Blank responses will be taken to mean that you are not available.

Blanks for duties will be taken to mean that you are not interested.

Do not write on this box

Exam No.: 

List Est.: 

Ext.: 

Remarks: 

Geographical Availability Please check () all the locations for which you are willing to accept employment. Note: You must be eligible to work in any of the areas within the geographic areas that you have selected.

Hilo (includes Pahoa, Pepeekeo, Paauilo, Kaimakahamea)
• Hilo (includes Pahoa, Pepeekeo, Paauilo, Kaimakahamea)

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