



OAHU
2312 Kamehameha Hwy.
Suite B-1
Honolulu, HI 96819
808-845-2234

MAUI
220 Lalo Street
Kahului, HI 96732
808-871-6285

KONA
73-5574 Olowalu St.
Kailua-Kona, HI 96740
808-326-2505

KAUAI
1885 Haleukana St.
Lihue, HI 96766
808-632-2153

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for this company? YES ☐ NO ☐ If yes, when? _____

Have you ever been convicted of a felony? YES ☐ NO ☐

(A criminal abstract may be required for jobs involving the handling of cash, security or unsupervised contact with other employees or customers)

If yes, explain: _____

How were you referred to the company? _____

Do you have friends or relatives working for the company? If yes, who? _____

Have you previously applied for a job with this company? YES ☐ NO ☐

Apart from absences for religious observances, will you be available to work overtime and weekends? YES ☐ NO ☐

If hired, on what date can you begin work? _____

You are not required to disclose information about physical or mental limitations that you believe will not interfere with job performance. However, if you want the Company to consider special arrangements to accommodate a physical or mental impairment, you may suggest the kind of accommodation that you believe would be appropriate for consideration by the company.

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from past employment or other experiences.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

If employed by the company, I agree to conform to the guidelines and policies of the company, and understand that my employment is at-will and can be terminated at any time, with or without reason.

I understand and agree that only the President of the company has any authority to enter into any agreement to employ me for any specified period of time or to modify terms and conditions of my employment.

I authorize the company to verify all references and information provided by me in this application. I understand that any offer of employment is subject to satisfactory references.

I understand and agree that an investigative consumer report may be made concerning my character, reputation, personal characteristics and mode of living. I hereby consent to and authorize that such a report be made which may include information regarding my credit. Information as to the nature and scope of this report may be obtained upon written request.

I understand and agree that all of the foregoing terms and conditions will become part of my employment agreement with the company if I am employed by the company.

Signature: _____ Date: _____



Questionnaire

1. Specifically, why are you interested in a job with our company?

2. What did you accomplish in your last job that you were most proud of?

3. How did you get your previous job?

4. Which of your previous jobs did you like the best and which the least? Why?

5. What is the major asset that you can bring to our company?

6. What are your major weaknesses?

7. If a position becomes available at one of our branch stores on the outer islands would you be willing to relocate?

8. Have you sought employment in a similar field?
