



HOW TO APPLY FOR AN OPEN POSITION

The Research Corporation of the University of Hawai'i (RCUH) offers a diverse workplace where employees have the opportunity to work on research projects in various disciplines. Our mission is to support and enhance research, development, and training in Hawai'i, with a focus on the University of Hawai'i.

All applications must be submitted through our online recruitment system. Applications must be submitted before 11:59 pm HST of the closing date to be considered an applicant.

APPLY NOW 

We suggest using Firefox, as this browser is the most compatible with our system.

1. Select the job that you are interested in applying for.
2. Click the "Apply for Job" button.
3. Click on "Register Now" if you are applying to an RCUH position for the first time.
4. Complete the required fields to create an account.
5. On Step 5 – Review and Submit, you must click the "Submit" button to complete your application.
Required Application Documents: Cover Letter, Resume, Professional References, Copy of Degree(s)/Transcript(s)/Certificate(s).
6. An automated confirmation will be sent to the email you used to register for the account. Please check this email for future correspondence regarding your application and/or hiring documents.

Job Seekers can find current vacancies by scanning the QR code or visiting <https://www.rcuh.com/work/careers/>

Questions? Email rcuh_recruitment@rcuh.com

APPLY NOW 



RCUH

Research Corporation
of the University of Hawai'i

'Ahahuina Noi'i O Ke Kulanui O Hawai'i

RCUH EMPLOYEE BENEFITS OVERVIEW



PAID TIME OFF

Employees receive 13 paid State holidays (14 during General Election years), plus up to 21 days of accrued vacation and sick leave per year. Other paid leaves include bereavement, jury duty, military leave, blood donation, and parent-teacher conferences.



HEALTH INSURANCE

Medical plans (including vision) are offered through Hawaii Medical Service Association (HMSA) and Kaiser Permanente. Dental coverage is available through Hawaii Dental Service (HDS). The employer pays 60% of the premium, while the employee covers the remaining 40%.



RETIREMENT SAVINGS

Upon working 1,000+ hours of service in a 12-month period, employees will be enrolled in the Group Retirement Annuity (GRA) 401(a). The 401(a) is a tax-deferred retirement account, where the employer contributes 10% of the employee's base pay per pay period.



PRE-TAX SAVINGS

Employee may set aside pre-taxed dollars to pay for eligible expenses on a reimbursable basis for healthcare, dependent care, parking, or bus pass.



TUITION REIMBURSEMENT

The Tuition Reimbursement Program covers tuition fees for professional development, up to 3 credits per academic semester or 9 credits per calendar year for courses from an accredited higher education institution.



OTHER INSURANCE

RCUH provides (employer paid) Long-Term Care Insurance, Long-Term Disability Insurance, and Group Life Insurance.

Benefits listed are dependent upon employee's eligibility by status and full-time equivalency (FTE). Scan the QR code for more information.

This handout should not be construed as a statement of policy or procedure. It is also not intended to be an Employee Handbook and does not create a contract between you and RCUH, the University of Hawai'i, or any other agency, program, or individual. All RCUH employees are state, non-civil service employees subject to RCUH policies and procedures. RCUH may change or delete any policy, practice, procedure, benefit, or guideline at any time, with or without notice.

