



**Kula**  
HOSPITAL  
100 Keokea Place  
Kula, HI 96790

Hawaii Health Systems Corporation—Maui Region

**Maui Memorial**  
MEDICAL CENTER  
221 Mahalani Street  
Wailuku, HI 96793

**Lanai**  
COMMUNITY HOSPITAL  
P.O. Box 630650  
Lanai City, HI 96763

**EXEMPT VACANCY ANNOUNCEMENT**

CONTINUOUS RECRUITMENT UNTIL NEEDS ARE MET

**DATE POSTED:** 08/14/06/10/01/06/4/01/07/07/01/07/07/01/08/01/01/09

**RECRUITMENT NO.** KH 0819

**JOB TITLE:** PER DIEM NURSE  
(ED, LTC, ACUTE)

**LOCATION:** Kula Hospital, Kula, Maui

**RATE OF PAY:** \$37.17 per hour  
(Per BU Agreement, the pay will be 5% less than the posted Salary Schedule rate as of 09/30/09)

**JOB DESCRIPTION:** The Per Diem Nurse coordinates nursing care for patients, participates in patient and family teaching and provides leadership by working cooperatively with other staff and departments in maintaining standards of nursing care; follows established policies, procedures or specific instructors.  
**Position is exempt from Civil Service.**

**MINIMUM QUALIFICATION REQUIREMENTS:**

- **Education:** Graduated from an accredited school of nursing. Bachelor's Degree from an accredited nursing program from an accredited college or university is highly desirable.
- **Work Experience:** One-half (1/2) year of professional nursing work experience, where the employee independently provided nursing care to patients in a clinic, hospital or institution.
- **Certification:** BLS required six (6) months after employment.
- **Licensure:** Possession of a current license to practice as a professional nurse in the State of Hawaii.

**REQUIRED FORMS AND DOCUMENTATION:** You must complete the following forms and documentation **together with your application** or your application may be rejected.

1. Evidence of the appropriate Licensure.

**PERSONS WITH DISABILITIES MAY CONTACT THE EMPLOYMENT OFFICER, MAUI MEMORIAL MEDICAL CENTER AT (808) 242-2251 TO DISCUSS SPECIAL NEEDS IN APPLYING.**

**QUALITY OF EXPERIENCE:** 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 have been of such scope and responsibility as to conclusively demonstrate that you have the ability to perform the duties of this position. Provide a detailed description of your duties and responsibilities. If you worked on a part-time basis, indicate the average number of hours worked per week. Please note that experience will be based on a 40-hour workweek.

**Note:** We will not postpone the recruitment process because of your failure to provide accurate and complete information concerning your qualifications.

**CITIZENSHIP AND RESIDENCE REQUIREMENT:** Applicants must be eligible to work in the U.S. and for the majority of the positions, residents of the State of Hawaii.

**VETERAN'S PREFERENCE:** If you are claiming Veteran's Preference, you must submit a copy of your DD214 and/or other substantiating documents specifying the periods of your service.

**PHYSICAL/MENTAL REQUIREMENTS:** Applicants must be able to physically and mentally perform efficiently the duties of the position. Qualified applicants with disabilities who can perform the essential functions of the advertised position are encouraged to apply. The Hawaii Health Systems Corporation is committed to making reasonable accommodations on a case-by-case basis. Applicants seeking reasonable accommodation should be ready to discuss the accommodation sought so that a determination can be made that such accommodation is reasonable and would not cause the employer undue hardship.

**PHYSICAL EXAMINATION REQUIREMENT:** Offers of employment will be conditioned on the results of a complete physical examination, which includes a drug screening. For certain job categories, applicants may be referred to a HHSC-designated physician, rather than the applicant's personal physician of choice. The cost for all physical examinations, except the cost for the drug screening, shall be borne by the applicant and not the Hawaii Health Systems Corporation. The Hawaii Health Systems Corporation shall bear the cost of the drug screening.

**CRIMINAL/BACKGROUND, CREDENTIALING CHECKS:** Applicable checks will be conducted. If a job offer is made or employment is begun prior to completion of all applicable checks, any offer of employment or continued employment is contingent upon satisfactory return of all required checks.

**HOW TO APPLY:** Applications are available at the **Kula Hospital**; Human Resources Office, 100 Keokea Pl., Kula, HI 96790. **Mailing Address:** 100 Keokea Pl., Wailuku, HI 96790. You can call (808) 876-4404, e-mail: [mmmcjobs@hhsc.org](mailto:mmmcjobs@hhsc.org) or visit our website at [www.mmmc.hhsc.org](http://www.mmmc.hhsc.org). Application hours are: M-F 7:30 a.m. to 4:00 p.m., excluding holidays at which time applicants are able to complete an application and have their application reviewed by the facility Human Resources Office. Only applicants that have been through a Human Resources (HR) applicant screening process will be considered for an interview with a hiring manager.

Applications for announcements with a deadline date must be on file no later than the last day to file applications. Applications for announcements with "Continuous Recruitment Until Needs are Met" will be accepted as long as there are vacancies. Inactive/filled announcements will be taken off the HHSC website.