RCUH Research Corporation of the University of Hawai'i *'Ahahuina Noi'i O Ke Kulanui O Hawai'i*

5-Step Recruitment Process

1. Initiate a position request via the HR Portal (Hire Employees > Initiate Regular Hire)
2. Request is reviewed by the UH Office of Human Resources for approval of the Attachment B
3. RCUH Recruitment reviews approved requests and will reach out with any questions or follow up items
4. A cover memo and finalized job description will be sent to the project for final review and approval
5. Job posting is advertised, confirmation is emailed to project, & applications can be reviewed in the ARSS

NEED HELP? Email Recruitment at rcuh_recruitment@rcuh.com.