

Department of Labor and Industrial Relations

Career Opportunity

Non-Civil Service Position

Unemployment Insurance COVID-19 Adjudicator

Kauai Claims Office

\$3,635 monthly

Appointment Not to Exceed: June 30, 2022

Date of Issue: October 15, 2021

LAST DAY TO FILE APPLICATIONS: Continuous

Duties Summary include but not limited to:

Adjudicates pending issues on Unemployment Insurance claims under applicable laws, determines eligibility for Unemployment Insurance, and issues appealable decisions on Unemployment Insurance eligibility.

Minimum Qualification:

Bachelor's degree from an accredited four (4) year college or university.

Submit a copy of your college diploma or an official transcript as verification.

Application without a proof of your education will not be considered.

Education obtained outside the United States must be comparable to education earned at an accredited school in the United States.

Preferred Skills:

- Customer service
- Effective communication
- Attention to detail

Work Location:

Kauai Claims Office – Lihue, Kauai

To apply: Email the following items to Ullcallcenter@hawaii.gov

- [Application](#) (required)
All fields on application must be filled in and signed. Incomplete application will not be considered.
- **A copy of your college diploma or an official transcript** (required)
- **Resume** (optional)

COVID-19 Vaccination Requirement:

As a condition of employment with the State of Hawaii, all qualified candidates who have successfully completed and passed the recruitment process, must show proof of full COVID-19 vaccination at the time a conditional offer of employment is made. Departments will consider reasonable accommodations if requested by a candidate and it is determined through an interactive process that pregnancy, a qualifying disability, or a sincerely held religious belief prevents the candidate from receiving a COVID-19 vaccination. Please note that the COVID-19 vaccination policy above will apply to both new hires not currently employed

by the State of Hawaii Executive branch, as well as current State of Hawaii Executive Branch Employees who are being considered for placement into another State of Hawaii Executive Branch position.

Notice of “At Will” Employment:

The position is exempt from civil service and temporary in nature. Therefore, if appointed to the position, your employment will be considered to be “at will”, which means that you may be discharged from your employment at the prerogative of the department head or designee at any time.

DLIR is an Equal Opportunity Employer/Program Manager