

KTUH OFFICE USE ONLY

Call 01 Date: _____

Application Discard Date: _____

Call 02 Date: _____

Reason: _____

Call 03 Date: _____

Discarded By: _____



RADIO PERSONNEL APPLICATION FORM

A. PERSONAL INFORMATION

TODAY'S DATE: _____

ARE YOU (check one):

☐ **Current UH Manoa Student**

Major: _____

Expected Date of Graduation: _____

UH Manoa Student I.D. Number: _____

☐ **UH Manoa Faculty, Staff, or Administration
Other (Applying as a KTUH Community Member)**

Occupation: _____

NAME: _____

EMAIL: _____

PHONE: _____

MAILING ADDRESS: _____

B. INTEREST IN KTUH

Answers will have no bearing on your selection to become a KTUH Staff Member, and are designed to help us better assess your skills, interests, and abilities.

WHAT EXPERIENCE WOULD YOU LIKE TO GAIN FROM KTUH? (check as many as apply)

- ☐ On-Air DJ
- ☐ Radio Production
- ☐ Live Production
- ☐ News
- ☐ Public Service Announcements
- ☐ Administration and Management

- ☐ Promotions
- ☐ Community Outreach
- ☐ Accounting
- ☐ Computer Specialties
- ☐ Art and Design
- ☐ Other

C. AVAILABILITY

DESCRIBE YOUR AVAILABILITY TO KTUH (check YES or NO)

01. Are you eligible to work in the United States?

YES ☐ NO ☐

02. Will you be available for Air Training during our 3-6AM Timeslots?

All KTUH Trainees are trained in these designated timeslots.

YES ☐ NO ☐

03. Are you able to contribute at least four hours a week to KTUH?

YES ☐ NO ☐

04. Would you be willing to be a part of KTUH without holding a regular radio timeslot?

YES ☐ NO ☐

D. PLEASE TELL US IN DETAIL ABOUT YOUR INTEREST IN BECOMING A KTUH STAFF MEMBER.

E. WHAT DOES BEING A KTUH STAFF MEMBER MEAN TO YOU?

F. HOW OFTEN DO YOU LISTEN TO KTUH?

G. HOW DID YOU HEAR OF KTUH?

H. HAVE YOU HAD PREVIOUS EXPERIENCE IN RADIO, MEDIA, OR BROADCASTING? IF YES, PLEASE EXPLAIN:

I. IF YOU COULD HOLD A SHOW AT KTUH, WHAT FORMAT WOULD IT BE? LIST GENRES, SAMPLE ARTISTS, ETC.

J. WHAT DO YOU FEEL YOU COULD BRING TO THE KTUH COMMUNITY?

K. FEEL FREE TO ADD OR LIST ANYTHING YOU FEEL IS PERTINENT:

L. FOR THE APPLICANT

KTUH gives priority to students of the University of Hawai'i at Manoa.

Applicants are called in the order their applications are received. Applicants who are unreachable after three (3) tries will be removed from the wait list and will need to submit a new application form. KTUH reserves the right to remove any application from its waiting list.

KTUH does not guarantee any specific length of time from when an applicant signs up until they are called in to be KTUH Staff.

Applications with disconnected, illegible, or out-of-date contact information will be immediately discarded. Applicants are responsible for contacting KTUH in-person to update their phone, email, or student status in a timely manner.

KTUH does not guarantee Air Training or a regular weekly timeslot to any Applicants, Trainees, or Staff during the entirety of their time at KTUH.

After receiving Air Training, all KTUH Trainees are restricted to our 3-6AM timeslots for eleven (11) weeks, served as probation for new KTUH Staff. Completion of probation does not guarantee a timeslot outside of designated Training Timeslots.

M. APPLICANT'S STATEMENT

All of the information I have supplied in this application is a true and complete statement of facts. Any misstatements or omission of facts in this application may be cause for termination. I understand that all positions at KTUH is on an unpaid, volunteer basis unless otherwise noted, thus my service at KTUH is on an "at-will" basis (meaning I can leave KTUH at any time, and that KTUH may terminate my services at any time.) I understand the procedure and requirements for becoming a KTUH Staff Member, and have read Section K: "FOR THE APPLICANT", in its entirety.

APPLICANT'S SIGNATURE:
