

Assistant Professor (fixed-term) at the Faculty of Science, Shinshu University, Application Guidelines (International Open Call)

1. Purpose and Background of the Recruitment

Shinshu University promotes DE&I (Diversity, Equity & Inclusion), and is determined to advance globalization, aiming to be a university of choice globally. The purpose of this recruitment is to invite diverse applicants from all over the world, regardless of nationality or background, who possess various academic backgrounds, to contribute to the globalization of the university's education and research.

In the Faculty of Science, many students aspire to become researchers. To foster such students into internationally active researchers, it is essential to first improve their English education, especially in writing English for papers and communication in English for academic presentations. Furthermore, to cultivate an international perspective, it is important for students to have opportunities to interact with as many international students and foreign researchers as possible. We are seeking a person who is dedicated to such activities, possesses a fundamental understanding of natural science.

Applications from those with international educational/research experience or practical experience in multicultural environments are highly welcomed.

2. Position and Number of Personnel

One position available for Assistant Professor (fixed-term)

3. Affiliation

Faculty of Science, Shinshu University

4. Research Field

Natural Science (including Mathematics)

5. Duties

- (1) Teaching scientific English classes for undergraduate students.
- (2) Providing guidance for English paper writing and English presentation skills for senior undergraduate and graduate students.
- (3) Conducting various international exchange programs in the Faculty of Science.
- (4) Conducting research in the applicant's specialized field. The research content is preferably related to or conducted in collaboration with faculty members of the Faculty of Science.

(5) To the extent possible, teaching lectures, seminars, experiments, practical training, and providing student guidance in a specialized field of the Faculty of Science that is relevant to the applicant's specialization.

6. Application Qualifications

Applicants must satisfy the following conditions:

- (1) Must hold a Ph.D. or doctoral degree, or be expected to obtain one by the scheduled date of employment.
- (2) Must be sufficiently able to conduct education and administrative duties for undergraduate and graduate students in English. The ability to communicate in Japanese is desirable.

7. Employment Period

September 1, 2026 – August 31, 2029 (3 years)

No contract renewal

8. Terms of Employment

Employment Type: Full-time

Salary: Annual salary of 4,980,000 JPY (Monthly equivalent of 415,000 JPY). Based on the National University Corporation Shinshu University Annual Salary System Application Staff Salary Regulations, etc.

Work Location: Shinshu University Matsumoto Campus (3-1-1 Asahi, Matsumoto City, Nagano, Japan)

Working Hours: Discretionary Labor System for Professional Duties. Deemed working hours are 7 hours and 45 minutes per day (Standard hours are 8:30–17:15, with a 60-minute break) .

Holidays/Leave: The statutory holiday is Sunday. The employee is not required to work on Saturdays or national holidays, which is at the discretion of the individual. Year-end and New Year holidays, summer vacation, annual paid leave, and other leave systems are available.

Welfare: Enrollment in Employment Insurance, Workers' Accident Compensation Insurance, and Social Insurance (Mutual Aid Association for Ministry of Education, Culture, Sports, Science and Technology Personnel).

Measures Against Passive Smoking: Yes (Smoking is prohibited on campus).

9. Application Documents

- (1) Cover letter (free format).
- (2) Curriculum Vitae (CV) (Attach a photo taken within the last 6 months) and must include the following:
 - I. Telephone number and e-mail address.
 - II. Educational history after university graduation.

- III. Degrees obtained.
- IV. Certifications and licenses.
- V. Professional work history (including job details).
- VI. Awards, penalties, disciplinary actions, etc.
- VII. History of social activities.
- (3) List of research achievements.
- (4) Major papers (maximum 3).
- (5) Summary of past research and future aspirations.
- (6) Past teaching experience and future aspirations.
- (7) Names and contact information of two references.
- (8) Contact e-mail address, telephone number, and postal address.

10. Application Deadline

March 9, 2026, 17:00 JST (must arrive by this time)

11. Selection Method

A second screening will be conducted for those who pass the first screening.

- (1) The first screening is a document review conducted after the application deadline.
- (2) The second screening is an interview examination. Successful applicants from the first screening will be notified individually of the date and time of the interview, and it will generally be held online.

12. Method for Document Submission

Please submit the documents via **e-mail** according to the following guidelines:

- (1) Submission Address: sci_dean@shinshu-u.ac.jp
 - (2) Subject Line: Application for Assistant Professor(fixed-term) Selection.
 - (3) Bundle all application documents except for the papers into a single PDF file named "Application Documents (Your Name).pdf" and attach it to the email along with the major papers.
- Note 1: The total size of the attachments should be 20MB or less.
- Note 2: If you do not receive an acknowledgment of receipt within a few days after sending the files, please contact the inquiry point.

13. Contact Information for Inquiries Regarding the Recruitment Content

Dai Tamaki, Dean of the Faculty of Science, Shinshu University
e-mail: rivulus@shinshu-u.ac.jp

14. Shinshu University Faculty of Science Website

<https://www.shinshu-u.ac.jp/faculty/science/en/>

15. Other

Shinshu University is developing its research environment to allow researchers to maximize their potential by introducing research assistant and mentor systems. Furthermore, we are actively promoting gender equality through initiatives for faculty and staff work-life balance, such as operating on-campus childcare facilities, distributing discount vouchers for babysitter dispatch services, and providing temporary childcare during the Common Test for University Admissions, etc.

Personal information related to this selection process will be used only for the employment selection procedures and associated tasks.

Note on Total Contract Period:

Applicants who are currently employed by Shinshu University or who have retired from Shinshu University less than six months prior to the application must be aware of the regulations regarding the total contract period at Shinshu University. For details, please check with the personnel representative of your affiliated department or the contact person for inquiries regarding the recruitment content.

If you need a translation of a specific section or would like to draft an application document based on this information, please let me know.