公募要領（ひな形）（英文）

Recruitment for Tenure-track Assistant Professor Position

**I.                Outline**

Shinshu University invites a researcher for a tenure-track Assistant Professor position in the field of ○○○○○○○○ in Department of ○○○○○○○○ at Faculty of ○○○○○○○○, Shinshu University. This appointment is supported by a Ministry of Education, Culture, Sports, Science and Technology (MEXT) program and the appointee will be provided with an independent research environment including a startup research fund of up to 15 million yen.

**II.                Job Description**

1. Number of Positions: One Assistant Professor position

2. Job Location: ○○○○○○○○○○○○○○○○

3. Employment and Benefits: Five year tenure-track appointment starting on the date of the appointment. The salary will depend on the experiences as stipulated in the regulations of Shinshu University. Health insurance, mutual pension, employment insurance, and occupational injury insurance will be available.

4. Research field: ○○○○○○○○○○○○○○○○

 A successful appointee will have research experience in experimental work of ○○○○○○○○○○○○○○○○, elucidation of regulatory mechanisms of expression of ○○○○○○○○○○○○○○○○ and its function by ○○○○○○○○○○○○○○○○ in order to develop a ○○○○○○○○○○○○○○○○.

5. Qualifications:

(1) Excellent research record in the field described above

(2) Under 40 years of age with doctoral degree earned in the last 10 years

(3) Ability to write a successful grant application and to carry out social and international academic activities

(4) Experiences in postdoctoral research and in research grant applications are highly desirable.

6. Job Responsibility: Appointee will have the following responsibility with 60% of effort on (1) and 40% on the rest.

 (1) Research as described in item 4 above

 (2) Teaching of undergraduate and graduate level courses broadly related to own research field

(3) Supervision of undergraduate and graduate thesis works

(4) Administrative and service works

7. Research Environment: This position is supported by a Ministry of Education, Culture, Sports, Science and Technology (MEXT) program to empower young researchers. The researcher is provided with independent research space and startup research fund. The fund in ○○○○and ○○○○will be up to 15 million yen in total. The amount may vary depending on the budget approval. For the period ○○○○ - ○○○○ some research fund will be available from Shinshu University.

8. Tenure Evaluation: In the final year of the tenure-track employment achievements in research, teaching and administrative responsibility during the period will be evaluated. On passing the evaluation the employment will become tenured appointment starting April 1, ○○○○. The details of the evaluation will be explained at the time of interview.

9. Selection Procedure: The selection will be made based on the application materials and personal interview. Japanese language skill is not prerequisite for the selection but the skill will be required for the tenure appointment.

 Shinshu University is an equal opportunity employer and encourages applications from all suitably qualified individuals regardless of nationality, gender, religious belief, or age.

10. Starting date of the job: ○○○○, ○○○○

**III.             Application Materials**

1. The documents required are as follows:

 (1) Curriculum Vitae (form 1)

 [[Microsoft Excel worksheet](http://karamatsu.shinshu-u.ac.jp/recruit/Curriculum%20Vitae%20%28form1%29.xls)]    [[PDF](http://karamatsu.shinshu-u.ac.jp/recruit/Curriculum%20Vitae%20%28form1%29.pdf)]

 (2) Research and Scholarly Activities (form 2)

    [[Microsoft Word document](http://karamatsu.shinshu-u.ac.jp/recruit/Research%20and%20Scholarly%20Activities%20%28form2%29.doc)]    [[PDF](http://karamatsu.shinshu-u.ac.jp/recruit/Research%20and%20Scholarly%20Activities%20%28form2%29.pdf)]

 (3) Synopsis of Academic Professional Accomplishments (form 3)

     [[Microsoft Excel worksheet](http://karamatsu.shinshu-u.ac.jp/recruit/Synopsis%20of%20Academic%20Professional%20Accomplishments%20%28form3%29.xls)]    [[PDF](http://karamatsu.shinshu-u.ac.jp/recruit/Synopsis%20of%20Academic%20Professional%20Accomplishments%20%28form3%29.pdf)]

 (4) Reprints or copies of up to 5 representative publications

 In the final selection stage reprints/copies of all publications and supporting materials will be required.

       2. Application materials must be prepared using the forms that can be downloaded from the above. No other forms will be accepted.

**IV.                Application Deadline**

Application materials must arrive by ○○○○, ○○○○

**V.                Application Submission**

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**VI.                Miscellaneous**

All documents and personal information submitted will be used for the sole purpose of candidate selection. On completion of the selection they will be securely erased/ discarded and will not be returned to the applicants.

Note: Please be advised that [the Japanese advertisement for this job vacancy](http://www.shinshu-u.ac.jp/faculty/agriculture/recruit/) is the official version. This English translation has no legal validity and is simply an aid to understanding for applicants whose native language is not Japanese.