Job Posting for a Part-time Lecturer on the Course “Analytical Chemistry” (English-taught course) at the College of Arts and Sciences, the University of Tokyo

1. Position: Part-time Lecturer (1 opening)
2. Contract Term: 1 October 2021 through 31 March 2022 or 1 April 2022 through 30 September 2022
3. Job Location: The University of Tokyo Komaba I Campus, 3-8-1 Komaba, Meguro-ku, Tokyo-to 153-8902
4. Job Details: Instruction of the course “Analytical Chemistry” (a two-credit English-taught Foundation Course of the PEAK Junior Division)
5. Working Hours: 1 class period (105 minutes or 90 minutes) per week in S (Summer) Semester or A (Autumn) Semester
6. Salary: Either 6,000 Yen or 4,000 Yen per hour (depending on the candidate’s qualifications), calculated as two hours per 105-minute or 90-minute class and paid according to the number of classes to be taught. Transportation expenses may be provided if eligibility criteria are met.
7. Holidays: Sundays, Saturdays, national holidays, and as determined by the University of Tokyo
8. Insurance: Workers’ accident compensation insurance
9. Qualifications: Applicants must: 1) hold a PhD degree in a relevant field; 2) be able to teach the course in English to students who do not speak Japanese
10. Application Documents:
   1) Curriculum Vitae in a standard U Tokyo format
      (a template is found at https://www.u-tokyo.ac.jp/ja/about/jobs/r01_00001.html)
   2) List of previous teaching achievements and research publications (please categorize them into original papers, reviews/books, conference presentations, etc.)
   3) Name, affiliation, and contact info (e-mail address and phone number) for 2 references
11. Application Deadline: 2 July 2021 (must be postmarked by the date) * Applications may be closed as soon as a suitable candidate is found.
12. Employer: The University of Tokyo
13. Mailing Address for Application Documents and Contact for Inquiries:
   Prof. Shiho Maeshima, Organization for Global Japanese Studies, College of Arts and Sciences, University of Tokyo, 3-8-1 Komaba, Meguro-ku, Tokyo 153-8902
   (Please write “Chemistry Part-time Lecturer” in red on the envelope and send it by registered mail)
   Email: peak[at]global.c.u-tokyo.ac.jp (replace [at] with @)
14. Selection: As part of the review process, interviews are planned to be conducted in
July 2021.

15. Other:

1) All travel and accommodation expenses for interviews will be paid for by the applicant, not by the university.

2) Application materials will not be returned. We will not respond to any inquiries regarding the review results.

3) Personal information received through this application process will not be used for purposes other than for the application.

4) The University of Tokyo promotes gender equality in its hiring practices.