

Job Posting: Assistant Professor (PEAK chemistry, 3-year fixed-term), Graduate School of Arts and Sciences, The University of Tokyo

1. Job Title and Number of Positions

One Assistant Professor

2. Term of Employment

1 Apr. 2025 (prospective) to 31 Mar. 2028 (3 years)

3. Appointment renewal:

No possibility of renewal

4. Probation Period:

14 days from the date of appointment

5. Location

Graduate School of Arts and Sciences, The University of Tokyo (3-8-1 Komaba, Meguro-ku, Tokyo)

Scope of change: Place designated by the University (In principle, reassignment or secondment will not be ordered against one's will. Details are in accordance with Article 4 of the University of Tokyo Regulations on Conditions of Employment of Academic Staff.).

6. Affiliation:

Organization for Programs in Environmental Sciences (OPES), Graduate School of Arts and Sciences, The University of Tokyo

7. Job Description

1) Teaching (including organization of student experiments) and administrative duties for English-based undergraduate program PEAK (Programs in English at Komaba) and graduate program GPES (Graduate Program on Environmental Sciences). The successful candidate will be primarily expected to teach lecture and experimental chemistry courses in the Senior Division (3rd and 4th years of the undergraduate program), but may also be responsible for other related courses depending on the expertise and experience of the successful candidate.

2) Research will be conducted in cooperation with chemistry-related faculty members of the OPES. The specific content of the research will be decided in consultation with the faculty members, taking into consideration the selected candidate's current research.

8. Working Hours

Discretionary work system for professional work applies and working hours will be deemed as 7 hours and 45 minutes per day

9. Holidays

Saturdays, Sundays, national holidays, and others, including days determined by the University rules.

#### 10. Leave

Annual Paid Leave, Special Leave, etc.

#### 11. Wages, etc.

Annual salary system will be applied, ranging from approximately 500,000 yen to 550,000 yen per month including performance and achievement allowances (to be determined based on qualifications, ability, experience, etc.) and commuting allowance (to be paid if requirements are met, up to 55,000 yen per month in principle).

#### 12. Social and Labor Insurance

In accordance with the provisions of laws and regulations, the appointee will be enrolled in the Mutual Aid Association of MEXT (Ministry of Education, Culture, Sports, Science and Technology), employment insurance as well as Workers' Accident Compensation Insurance.

#### 13. Eligibility

- 1) Doctoral degree in the field of chemistry or in a relevant field (conferred prior to the start date)
- 2) The applicant needs to be fluent in English and capable of teaching courses in English.
- 3) The applicant is expected to contribute to UTokyo's education with zeal and effort.

#### 14. Documents to be Submitted

- 1) CV (The University of Tokyo Standard Resume Format should be used, which can be downloaded at the following URL: <https://www.u-tokyo.ac.jp/ja/about/jobs/r01.html> or <https://www.u-tokyo.ac.jp/en/about/jobs.html>).
- 2) List of academic achievements. Be sure that achievements are listed in accordance with each category: journal papers, books, conference presentations, etc.
- 3) Two achievement examples. (Note that if it is a book that cannot be converted to a PDF file, or if the file is too large to upload as a PDF file, notify us so that we can ask you to send it by post later.)
- 4) Summary of your research achievements so far and research prospects in the near future (in English, A4 1 page)
- 5) Statement on your teaching philosophy and on your commitments to teaching (in English, A4 1 page)
- 6) Name, affiliation, and contact information (e-mail address and phone number) for 2 references.
- 7) Declaration regarding past criminal penalties, administrative actions, and disciplinary actions due to sexual harassment and or sexual violence etc. against students:

Please use The University of Tokyo Standard Resume Form, downloadable from the following link:

[https://davm01.ecc.u-tokyo.ac.jp/public/bpI\\_g4uJMzM3nW7h72peWg4QZcwJtt4sHDviBdJYvHdo](https://davm01.ecc.u-tokyo.ac.jp/public/bpI_g4uJMzM3nW7h72peWg4QZcwJtt4sHDviBdJYvHdo)

#### 15. Submission Method

1) The requested documents should be uploaded to the following site:

[https://univtokyo-my.sharepoint.com/:f/g/personal/5607697687\\_utac\\_u-tokyo\\_ac\\_jp/Et51wCK9\\_ztEuRcltrJqTnYBS2mGCFQ4jwCSc0DlbgMlka](https://univtokyo-my.sharepoint.com/:f/g/personal/5607697687_utac_u-tokyo_ac_jp/Et51wCK9_ztEuRcltrJqTnYBS2mGCFQ4jwCSc0DlbgMlka)

2) Concurrently, notify us of your submission by email to the email address provided below (17. Contact).

Notes:

(a) The subject line of email notification should be “Application to PEAK Assistant Professor position (your name)”

(b) Notification of receipt of applications will be provided, which the applicant needs to confirm.

If no notification is received from us within 1 week of submission, it may indicate the possibility of unsuccessful delivery. It is the applicant’s responsibility to reconfirm their submission by resending the email and/or making a phone call if it is the case.

#### 16. Application Deadline

Applications must arrive by 23:59 (Japanese Standard Time) on Thursday, October 31, 2024. After screening of application documents, in-person or online interviews of selected applicants will be conducted. (At the interview, a short mock lecture, whose details will be given later, will be requested.) Note that in the case of in-person interview, compensation for traveling expenses for attendance is not provided.

#### 17. Contact:

Professor Daiju Narita

3-8-1 Komaba, Meguro-ku, Tokyo 153-8902

Organization for Programs in Environmental Sciences, Graduate School of Arts and Sciences,  
The University of Tokyo

TEL: +81-(0)3-5465-7285

e-mail: [jinji.opes@global.c.u-tokyo.ac.jp](mailto:jinji.opes@global.c.u-tokyo.ac.jp)

#### 18. How the selection is done:

Document screening and, if necessary, interview (including a mock lecture) in person or online. Note that in the case of in-person interview, compensation for traveling expenses for attendance is not provided.

#### 19. Entity in charge of this job posting:

The University of Tokyo, National University Corporation

#### 20. Measures against passive smoking:

Smoking is prohibited on the campus except a few designated outdoor locations.

21. General notes:

- 1) Regardless of the outcome, reasons for the selection results will not be explained.
- 2) Personal information received through this application process will not be used for purposes other than for the application.
- 3) The University of Tokyo respects equal opportunities in its recruitment process through its commitment to inclusion, diversity and equity.
- 4) The University observes Japan's Foreign Exchange and Foreign Trade Act (Act No. 228 of 1949): Some applicants who have any personal contracts with foreign corporations or governments or who are receiving money or significant benefits from foreign governments or alike can be judged as persons whose access to some University's shared technologies and related knowledge should be limited, which may result in the difficulty in teaching activities at the University. If it is the case, the applicant can be requested to rearrange their current contract or the receipt of benefits in question so that they cannot be obstacles to their teaching at the University.
- 5) Contract period in case of maternity leave, childcare leave, or family care leave: Employment may be extended for the period of interruption due to maternity or childcare leave (in accordance with Article 3 of the Regulations Concerning the Term of Office of Faculty Members at the University of Tokyo). Details to be discussed.