

September 12<sup>th</sup>, 2024

To All Chairpersons of Concerned Institutions

ISOBE Hiroshi  
Dean of the Faculty of Advanced Science and Technology,  
Kumamoto University

### **Academic Job Announcement for a Professor Position (Women Only)**

We are pleased to announce that a Professor position is now open for applications. We kindly request that you notify all relevant members of your institution.

The successful candidate will be responsible for conducting general international affairs within the Faculty of Advanced Science and Technology and the Graduate School of Science and Technology.

#### **Details**

- 1. Name and Number of Positions:** Professor (full-time), one position
- 2. Starting Date of Appointment:** Earliest possible date after April 1<sup>st</sup>, 2025
- 3. Affiliation:** Division of Natural Science, Faculty of Advanced Science and Technology, Kumamoto University
- 4. Field of Research:** No restrictions on research fields in natural sciences
- 5. Responsibilities**
  - (1) Course management and lectures in English for international students.
  - (2) General international affairs including but not limited to the following areas: Management of application forms, screening and selection of international students, and overseas dispatch programs for Japanese students; Guidance and support for international students; Negotiations related to various international exchange agreements.
  - (3) For more information, please contact us using the Contact Information below.
- 6. Deadline:** October 31<sup>st</sup>, 2024
- 7. Candidate Qualifications**
  - (1) PhD or an equivalent holder
  - (2) Excellent research achievements
  - (3) High motivation in education, research, and university management, especially international affairs
  - (4) Ability to communicate and teach in English
  - (5) Non-Japanese speakers should have Japanese proficiency (e.g., Japanese proficiency equivalent to JLPT N3 or higher) to perform various duties both inside and outside Kumamoto University.
- 8. Required Documents for Application**

All the following documents should be prepared in A4 or letter size:

- (1) Curriculum vitae (CV)/resume (any form/format is acceptable): 2  
Include the applicant's photograph, current physical address, and email address.  
Specify any periods of special leave, such as maternity, parental, family, or nursing care leave, that you wish to be considered during the candidate review.
- (2) Research biography and publications: 2  
List peer-reviewed journal papers, international conference papers, oral presentations (only invited presentations), books, educational accomplishments, and external research funding (e.g., KAKENHI, industry-university joint research funding, or other grants) separately. List all coauthors and underline the applicant's name. Please mark ○ on papers in which you had significant responsibility or made a major contribution. Moreover, please indicate whether you were the principal investigator or coinvestigator for any grants, patents, or other funding items. Include all co-authors of papers/grants and provide additional information such as your h-index, the impact factors of academic journals, and citation indices, if applicable.
- (3) Reprints or copies of representative papers (10 max) 2  
Please mark ◎ on peer-reviewed papers in the publication list.
- (4) Outline of research to date (approximately 1,000 words) 2
- (5) Research aspirations (approximately 500 words) 2
- (6) Aspirations for international affairs and education (approximately 800 words) 2
- (7) List of references (one or two references) 2  
Names, affiliations, and contact information, including email addresses and telephone numbers of reference(s).
- (8) A declaration form:  
A template for the declaration form is available on the university's website.  
<https://www.kumamoto-u.ac.jp/daigakujouhou/saiyou>  
If not available, or if you cannot find it, please contact Prof. ISOBE Hiroshi (Dean of the Faculty of Advanced Science and Technology).

## 9. Document Submission

All the required documents should be sent by registered mail to the address below. Please write "Application documents for Faculty members in Science" in red on the front cover of the registered mail envelope/parcel.

Please also send a CD/DVD or USB memory stick containing a PDF file of the required documents.

## 10. Document Submission Address and Contact Information

Professor ISOBE Hiroshi  
Dean, Faculty of Advanced Science and Technology,  
Kumamoto University  
2-39-1 Kurokami, Chuo-ku, Kumamoto  
860-8555 Japan  
Email: [isobe\\_hrs@kumamoto-u.ac.jp](mailto:isobe_hrs@kumamoto-u.ac.jp)

## 11. Screening Process

Preliminary Screening: Document Review

Secondary Screening: Interview

We will conduct in-person or remote interviews. Any costs related to the interviews, such as

transportation and accommodation expenses, will not be reimbursed by Kumamoto University. Details will be announced after the preliminary screening.

## 12. Working Conditions

- (1) Content: Immediately after employment: Engaged in work as a Professor  
Subject to change: Specified by Kumamoto University
- (2) Working Hours: Discretionary labor systems for professional work based on consent.  
Working hours will be left to the discretion of the employee, with working hours per day deemed 7 hours and 45 minutes.
- (3) Terms of Employment: Not fixed
- (4) Probationary Period: Six months
- (5) Work Location: Immediately after employment: Kurokami Campus, Kumamoto University  
Subject to change: Specified by Kumamoto University
- (6) Overtime Work: Overtime, late-night, or holiday work may be required
- (7) Wages: As set forth in the Kumamoto University Regulations on Salary for Employees  
Subject to the Annual Salary System (2<sup>nd</sup> category)
- (8) Social Insurance: Health insurance from the Mutual Aid Association of MEXT, employment insurance, and workers' compensation insurance
- (9) Employer: Kumamoto University

## 13. Remarks

- (1) Personal information provided in the application documents will be used solely for the selection process and will not be used for any other purpose, in accordance with the regulations of the National University Corporation, Kumamoto University. Application documents and submitted materials will not be returned.
- (2) Kumamoto University promotes diversity.  
Please refer to the following URL for child-rearing support and gender equality initiatives at Kumamoto University: [https://diversity.kumamoto-u.ac.jp/activities/kihon\\_keikaku.html](https://diversity.kumamoto-u.ac.jp/activities/kihon_keikaku.html)
- (3) When evaluating performance, we ensure that applicants are not disadvantaged due to maternity leave, childcare/nursing care leave, or reduced working hours for childcare/nursing care.
- (4) Based on the provisions of Article 8 of the Act on Ensuring Equal Opportunities and Treatment for Men and Women in the Field of Employment, to improve the enrollment rate of female teachers, we preferentially hire women if their required abilities are recognized as equivalent.