

## Job Posting

### (for Professor or Associate Professor)

Affiliation	Institute for Liberal Arts, Institute of Science Tokyo
Position title	Professor or Associate Professor
Number of Openings	1
Area of Specialization	Comparative Culture, Comparative Literature, Intercultural Communication
Job Description	<p>(1) Teaching English language classes;</p> <p>(2) Teaching Liberal Arts subjects;</p> <p>(3) Teaching and supervising graduate students;</p> <p>(4) Cutting-edge research in discipline of specialisation and concomitant contributions to society;</p> <p>(5) Developing curricula and systems to improve university-wide research ethics;</p> <p>(6) Relevant administrative work.</p>
Qualifications	<p>(1) Applicants should have a PhD in the field of comparative culture, comparative literature or intercultural communication, or have equivalent academic abilities;</p> <p>(2) Applicants should be native speakers of English, or have an equivalent command of English;</p> <p>(3) It is desirable that applicants should have sufficient command of Japanese for the purposes of daily administrative tasks.</p>
Location	<p>Ookayama Campus</p> <p>Nearest station: Ookayama</p>
Working Hours	<p>De facto working hours* under the Discretionary Labor System for Professional Work: 7 hours 45 minutes per day (38 hours 45 minutes per week)</p> <p>*Hours deemed to be working hours</p>
Term	<p>If hired at the rank of Professor, the position is permanent.</p> <p>The Institute has mandatory retirement, requiring employees to retire at age 65.</p> <p>If hired at the rank of Associate Professor, the appointment is fixed-term.</p> <p>Fixed-term appointments will be for up to 5 years. Reappointment may be possible for one additional term of up to 5 years. The total term is limited to a maximum of 10 years from the original date of employment. The Institute of Science Tokyo has a tenure-track system, and a fixed-term Associate Professor may gain the opportunity to qualify for a tenured position. We welcome applicants who have sufficient achievement potential and determination to proceed to tenure assessment.</p>
Probationary Period	6 months

Salary	<p>The successful candidate will be paid under the “Annual Salary System with Lump-Sum Retirement Allowance” pursuant to the Institute’s “Wage and Salary for Staff under Annual Salary System with Lump-Sum Retirement Allowance Rules”. In accordance with the rules, the amount of annual salary will be determined based on the candidate’s age, highest degree obtained, work experience, and other factors for the first fiscal year of employment, and will be based on performance evaluations in subsequent years. A retirement allowance will be paid separately at the time of retirement.</p> <ul style="list-style-type: none"> <li>● Annual salary examples (including bonuses, etc.)</li> <li>• Professor who has 15 years of work experience after completing a doctoral degree (employment starting in April) First year: JPY 9,240,000 (general example) Subsequent years: Minimum: JPY 9,140,000 Standard: JPY 10,280,000 Maximum: JPY 12,410,000 *Minimum and maximum amounts may vary depending on performance evaluations.</li> <li>• Associate Professor who has 10 years of work experience after completing a doctoral degree (employment starting in April) First year: JPY 7,740,000 (general example) Subsequent years: Minimum*: JPY 7,790,000 Standard: JPY 8,640,000 Maximum*: JPY 10,270,000 *Minimum and maximum amounts may vary depending on performance evaluations.</li> </ul> <p>Important information (applicable to all positions):</p> <ul style="list-style-type: none"> <li>• <u>The amounts listed above are provided as examples based on Institute rules and do not directly refer to this specific position.</u></li> <li>• Additional fixed allowances for commuting, housing, dependents, or other considerations may be provided separately to eligible candidates.</li> <li>• The amount of the first payment of the Annual Addition to Salary and the Performance-Based Bonus may vary depending on the length of time between</li> </ul>
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	the employment start date and the payment date. If a candidate is transferring from another national university or organization, their period of service at the previous institution may be taken into consideration.
Social insurance and other benefits	Employees' pension, Mutual Aid Association short-term benefits (health insurance), employment insurance, worker's compensation Insurance.
Employer	President and Chief Executive Officer of National University Corporation Institute of Science Tokyo
Proposed Start Date	April 1, 2026
Closing Date for Application	Applications must be received by September 28, 2025
Selection Process	<p>Selection will be based on a comprehensive review of applications and interviews. Selected applicants may be asked to have an on-campus interview and/or give a presentation.</p> <p>Please note that travel expenses for attending in-person interviews will not be reimbursed.</p>
Required Documents	<p>List of required documents</p> <ol style="list-style-type: none"> <li>Curriculum vitae* including professional and educational history from high school onward, honors and awards, criminal history and disciplinary actions, and email address. *Download the form from JREC-IN Web application page</li> <li>Summary of past research and teaching activities (peer-reviewed papers, books, reviews, conference presentations, etc.) Indicate clearly whether papers are peer-reviewed or not, and whether books are single-authored or co-authored. Acquired research grants and external funds should be mentioned. *Please use the JREC-IN form.</li> <li>Explanation of achievements in research and education (approximately 600 words each).</li> <li>Future plans for research and education if employed at Institute of Science Tokyo (approximately 1000 words each).</li> <li>Three examples of graduate students' research topics you could supervise.</li> <li>Up to three reprints or copies of major publications (For books, submit a copy of the cover, colophon and table of contents, and a one-page summary of the contents on A4 paper)</li> <li>Names, affiliations, and contact details for two reference writers (If hired at the rank of Professor, we will ask for two more reference writers).</li> <li>Excel sheet* with necessary information filled in. *Download the sheet from JREC-IN Web application page.</li> </ol>

How to Submit an Application	<p>The required documents must be submitted through the JREC-IN Portal Site. Create a compressed ZIP file in which you have saved Documents 1 to 7 as PDF files and Document 8 as an Excel file. You must put your name into the title of each file. Upload the compressed ZIP file through the URL given below. We do not accept submissions by email or other digital formats.</p> <p>URL  <a href="https://jrecin.jst.go.jp/seek/SeekJorDetail/Changelang?id=D125081034&amp;lang=1">https://jrecin.jst.go.jp/seek/SeekJorDetail/Changelang?id=D125081034&amp;lang=1</a></p>
Contacts*	<p>Prof. Takehiko Tanioka  Institute for Liberal Arts  Email: comlit2026@ila.isct.ac.jp</p>
Other	<ol style="list-style-type: none"> <li>1. Application documents will not be returned. The personal information provided in the submitted documents will be used solely for recruitment and not for any other purpose, pursuant to the Institute's applicable rules and regulations.</li> <li>2. Job descriptions and work locations may be subject to change due to organizational restructuring, within the scope defined by the Institute.</li> <li>3. In order to ensure a diverse workforce, the Institute guarantees equal opportunities for all individuals regardless of nationality or gender.</li> <li>4. Smoking is prohibited on campus (excluding designated outdoor smoking areas).</li> <li>5. Questions regarding the applicability of the "Specific Categories" under the Foreign Exchange and Foreign Trade Act may be asked during the selection process.</li> <li>6. For more information, please refer to the following link.  <a href="https://www.jinji2.jim.titech.ac.jp/koubo/en/">https://www.jinji2.jim.titech.ac.jp/koubo/en/</a>  <a href="https://www.tmd.ac.jp/english/employment">https://www.tmd.ac.jp/english/employment</a></li> </ol>