

Announcement of Faculty Position Hiring

Applications are being taken for a full-time fixed-term position at the College of Information Science and Engineering, Ritsumeikan University.

Position: Assistant Professor or Lecturer (Fixed-term Faculty)
Number of Positions: 1
Affiliation: College of Information Science and Engineering (CISE)
Department of Information Science and Engineering
Information Systems Science and Engineering Course (ISSE)
Workplace: Ritsumeikan University, Biwako-Kusatsu Campus
1-1-1 Noji-higashi, Kusatsu, Shiga, Japan 525-8577

* CISE will be relocated to Osaka Ibaraki Campus in April 2024, during the term of employment.

* There is a possibility that you might be in charge of subjects opened in Kinugasa campus (Kyoto), Osaka Ibaraki campus (Osaka).

Areas of Study: Prospective applicants should have teaching and research experience in one or more fields of the following areas of information systems science and engineering:

Intelligent Robotic Systems, Physics-Based Simulation, IoT, Machine Learning

Teaching duties: Corresponding to the areas of study listed above, and in addition to other college duties, the teaching subjects would include:

– Engineering Mathematics, Introduction to Robotics, Programming

Teaching Hours: < Assistant Professor > 3 class hours per week on average throughout the year

< Lecturer > 4 class hours per week on average throughout the year

* 1 class hour is 90 minutes.

* There is a possibility that you might be assigned to courses in excess of the above class hours.

Requirements to Apply: Applicants who meet the following requirements may apply.

(1) Must have (or be expected to receive by the time of employment) a PhD degree, recognized achievements in advanced research.

(2) Must be passionate about education, research, and student research leadership, and be willing to actively participate in the operational affairs of CISE and its programs.

(3) Must be able to teach classes in English.

(4) Must be motivated to work for the continual global advancement of CISE and ISSE.

* People who may not apply for this position include anyone who has held employment contracts with the Ritsumeikan Trust, of any length of term, for all six of the six consecutive preceding years prior to this term of employment, including the employment year immediately preceding the announced appointment.

Recruiting Entity: The Ritsumeikan Trust

Salary, allowances, and conditions:

• Annual salary is determined by the relevant regulations of Ritsumeikan University.

① Basic yearly salary : < Assistant Professor > JPY 5,230,000

< Lecturer > JPY 6,000,000

② Allowances : commuting allowance, duty allowance, overtime allowance, etc

• Breaks shall be granted in accordance with the Labor Standards Act.

• Holidays : Saturdays, Sundays, public holidays, Year-end and New Year holidays, and other holidays set by the university.

* Note that there are cases in which some Saturdays and public holidays are class days or unified make-up class days.

Additionally, you may be asked to come to campus on Saturdays, Sundays and

public holidays for the admission duties etc.

Term of employment:

The term of the employment contract is from September 26, 2023 to September 25, 2028. (No probationary period)

This is full-time, fixed-term position with an extension possible in accordance with the College of Information Science and Engineering regulations for fixed-term positions.

Teachers in these positions may be eligible to apply for a one-time-only extension (re-appointment), provided that the total employment period would not exceed ten years. Consideration of extension will be by mutual consent, based on a comprehensive examination of the employee's educational activities, research achievements, work schedule, and the classes to be implemented. Note that some teachers who held employment contracts with the Ritsumeikan Trust during the previous employment year of this recruitment may not be eligible to apply for contract renewal.

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Prospective applicants should submit the following:

- (1) Curriculum Vitae*.
- (2) Full list of publications (see Form A*).
- (3) Full copies of up to five academic publications in relevant areas.
- (4) Certificate of the PhD degree. (A photocopy is acceptable. The successful applicant will later be required to present the original document to the administration.)
- (5) An essay of up to 1000 words explaining the applicant's current research and future plans.
- (6) An essay of up to 500 words explaining the applicant's educational aspirations in the ISSE course.
- (7) Two references (names, contact information, and relationship to the applicant) or two letters of recommendation.

* Curriculum Vitae Form (in MS Excel format) and Form A (in MS Excel format) can be downloaded from the following site (in English):

<http://en.ritsumeikan-trust.jp/info/employment/>

All application materials must be sent in printed form to the address below. In addition to the printed materials, in the same envelope, applicants must enclose a CD-R, DVD-R, or other medium with all the application materials prepared in these formats: Form A in MS Excel format, Curriculum Vitae in MS Word format, and the others in PDF format.

* Please note that materials submitted will not be returned.

* Personal information provided for the application will be handled with the utmost care, in accordance with the university regulations. This information will only be used for applicant screening purposes.

* Please also note that submission of a health check certificate is not required at this time. However, the successful applicant will be required to complete the standard employee health examination before the commencement date.

Application materials must be sent to the following address:

Administrative Office, College of Information Science and Engineering
Ritsumeikan University
1-1-1, Nojihigashi, Kusatsu, Shiga, 525-8577 Japan

Application materials must be sent by registered mail and the envelope clearly labeled in red ink as follows:

“Application documents for ISSE full-time position”

Application deadline:

May 31, 2023 (Application materials must arrive by this date)

Selection Process

1. The First Screening (Document Screening)

Only those applicants, who pass the first screening, will be notified and provided with details of the second screening by June 9th.

2. The Second Screening (Interview)

The selection process is scheduled to take place between June 12 and June 24.

Transportation fee will be reimbursed only for domestic travel (public transportation only). For overseas applicants the interview can be conducted online over Zoom.

Others:

Ritsumeikan University College of Information Science and Engineering has developed various systems related to work-life balance in accordance with the goals of the Program for the Promotion of Women's Activities. For more information about this program, please see the following web page: Ritsumeikan University Research-Life Support Division for Promotion of Gender Equality Page (in Japanese)

<http://www.ritsumei.ac.jp/research/rsupport/>

Smoking is prohibited in the campus of Ritsumeikan University. Faculty members and staffs are not allowed to smoke on the university grounds.

For more information contact:

Administrative Office, Ritsumeikan University College of Information Science and Engineering

Attn: Mr. Go or Ms. Akaho

TEL: 077-561-5202 FAX : 077-561-5203 E-mail : johokobo@st.ritsumei.ac.jp