November 12, 2016

To whom it may concern

Professor Sanae ITO
Dean, Graduate School of
International Development
Nagoya University

Announcement of Job Opening (Assistant Professor Position)

The Graduate School of International Development (GSID) at Nagoya University announces an opening for an Assistant Professor position as described below. We welcome applications from qualified professionals.

1. Position
   Assistant Professor (*Jokyo*) in charge of the computer network and academic journal

2. Number of Job Openings
   One

3. Responsibilities:
   (1) To maintain the language information processing room and computer network at GSID
   (2) To guide and assist students, GSID staff, appointed personnel and faculty members in regard to (1)
   (3) To lecture on information literacy
   (4) To maintain the GSID website
   (5) To assist the Information Committee, Library, Editorial Committee, Academic Affairs and Student Affairs Committee and do other work that the Faculty Senate (*Kyojukai*) requests.

4. Type of Appointment
   Fixed-term appointment with the duration of three years for the first term, which is renewable for only one additional term through the usual application and screening procedure on competition basis. The duration of the second term is two years.

5. The conditions:
   The conditions will be based on the employment rules of Nagoya University.

6. Qualifications:
   (1) The applicant must hold a Master's degree. However, candidates who hold Ph.D. or are expected to receive this degree by the start of employment will be given preference.
   (2) The applicant must possess knowledge of the following:
       1. Unix system
       2. Computer network maintenance
       3. Data bases (for example, PostgreSQL, MySQL, etc).
   (3) It is highly desirable that the applicant has some previous experience of editing journals and other publications
   (4) It is highly desirable that the applicant has some proficiency in English

(5) Both Japanese and non-Japanese nationals are encouraged to apply. However, for non-Japanese applicants, Japanese-language proficiency for carrying out his/her work is required.

* Nagoya University is an equal opportunity employer and encourages applications from women.

7. Application Requirements
   1) Curriculum vitae with a passport-size photo. E-mail addresses should be included.
   2) A self-recommendation letter
   3) A list of publications and other research achievements to date
   4) Copies of three publications

* The application documents, including submitted publications, will not be returned as a general rule.
* Personal information in the application will be strictly managed under the privacy policy of Nagoya University and will be used only for the purpose of applicant screening.

8. Application Deadline
   A complete application package should reach GSID by 17:00 on November 28, 2016.

9. Selection Process
   The first screening:
       Examination of application materials.
   The second screening:
       An interview will be conducted for selected candidates. The second screening is currently scheduled to take place in early December, 2016.
       (Note that GSID will not bear your travel expenses to Nagoya University for the examination and interview.)

10. Expected Starting Date of Employment
    April 1, 2017

11. Applicants should send application materials to:
    Professor Sanae Ito, Dean, Graduate School of International Development,
    Nagoya University, Furo-cho, Chikusa-ku, Nagoya 464-8601, Japan

* Please write "Application for Assistant Professor in charge of the computer network and academic journal" in red ink on the envelope. Also please use registered mail or simplified registered mail.

12. Other Information
    If you have further questions, please contact: Igor SAVELIEV, GSID
                   E-mail: saveliev@gsid.nagoya-u.ac.jp
                         (Inquiry by telephone will not be accepted)