

Job Posting

Affiliation	Earth-Life Science Institute
Position title	Specially Appointed Assistant Professor or Research Staff (Lab Manager)
Number of Openings	1
Area of Specialization	Geochemistry
Job Description	<p>The Earth-Life Science Institute (ELSI) is part of the World Premier International Research Center Initiative (WPI) of the Ministry of Education, Culture, Sports, Science and Technology (MEXT). ELSI has a research and administrative vision to become a globally competitive center that can attract the best scientists from around the world to come work in Japan.</p> <p>ELSI now seeks a laboratory manager in geochemistry (Unit-E) laboratory, who will manage the laboratory and also conduct research using its facility. The required jobs are as follows.</p> <ul style="list-style-type: none"> · Managing the Unit-E laboratory in consultation with the unit administrator. · Setting up and maintaining lab facilities and equipment. · Assisting experiments by laboratory members and visitors. · Engaging in research using the experimental facilities in Unit-E. <p>The lab manager can use up to 50% of his/her time for research.</p>
Qualifications	Applicants must have a Ph.D. degree on the starting date of employment. They must have knowledge and experience of handling experimental facilities and chemical materials.
Location	Earth-Life Science Institute, 2-12-1 Ookayama, Meguro-ku, Tokyo
Working Hours	Nominal working hours under the discretionary labor system: 7 hours 45 minutes per day (38 hours 45 minutes per week)
Term	<p>The contract will end on March 31, 2019.</p> <p>The contract can be extended, but not beyond March 31, 2022.</p> <p>The employment period is subject to Article 7 of the Institute's Employment Regulations for Fixed-Term Staff and Paragraph 7 of its Supplementary Provision.</p>
Probationary Period	14 days

Salary	<p>Annual salary (annual base salary)</p> <p>The applicant's salary will be determined in accordance with the Institute's Employment Regulations for Fixed-Term Staff.</p> <p>Specially Appointed Assistant Professor: 420,000-500,000 yen/month</p> <p>Research Staff: 400,000-460,000 yen/month</p>
Social insurance and other benefits	Employee's pension, Mutual Aid Association short term benefits (health insurance), employment insurance, worker's compensation Insurance
Employer	President of National University Corporation Tokyo Institute of Technology
Proposed Start Date	October 1, 2018 or the earliest possible date thereafter
Closing Date for Application	Applications must be received by August 31, 2018.
Selection Process	By a review of application documents and interview
Required Documents	<p>The following documents must be prepared in English.</p> <ol style="list-style-type: none"> 1. Curriculum vitae including professional and educational history (from high school onward), degrees, awards, and email address. 2. List of publications (you may also include invited talks at conferences, patents, etc.). 3. Up to three copies of major publications 4. Acquired research grants and external funds 5. Summary of research accomplishments (two A4 pages) 6. Research and activity plans (two A4 pages) 7. Two references with names, affiliations, and contact details
How to Submit an Application	The required documents must be submitted by registered mail or can be brought directly to the following address. Please write "Application for Lab Manager" in red ink on the front of the envelope.
Where to Submit	<p>Administrative Office, Earth-Life Science Institute</p> <p>Tokyo Institute of Technology</p> <p>Ookayama 2-12-1-IE-1, Meguro-ku, Tokyo 152-8550 JAPAN</p>
Contacts	<p>Tel: +81-3-5734-3414</p> <p>Email: ykadono[at]jim.titech.ac.jp</p>
Other	<p>Application documents will not be returned.</p> <p>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.</p>

	Tokyo Institute of Technology, in order to ensure a diverse workforce, guarantees equal opportunities for all individuals regardless of nationality or gender.
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