

Job Opening for Associate Professor
Division of General Education
Faculty of Engineering, Kitami Institute of Technology, Japan

The Division of General Education, Faculty of Engineering, Kitami Institute of Technology is currently accepting applications for the position of Associate Professor. The contract period for this position begins on April 1, 2025.

1. Position title: Associate Professor

2. Number of positions: One

3. Affiliation: Division of General Education

4. Primary responsibilities:

(1) Teaching: Subjects related to English education

(2) Research: English linguistics

5. Application requirements:

(1) Applicants should hold a master's degree or higher.

(2) Applicants should have experience teaching oral English or English communication classes. The successful applicant will also have experience in university committee work and other university management-related tasks.

(3) Non-native speakers of Japanese are expected to have Japanese reading, writing, listening and speaking abilities sufficient to perform administrative tasks and supervise students in a Japanese language environment.

6. Starting date: April 1, 2025

7. Terms of Employment:

The initial contract period is five years. An assessment of the teacher's achievements will be given within the first five years determining whether or not he/she will be given a tenure position with promotion opportunities.

8. Application documents:

(1) A CV having the following items: name, date of birth, gender, address, email, telephone number, a

recent passport-size photo, educational background starting from high school, degrees/licenses received, job experience, and academic activities (including academic society memberships)

- (2) List of publications: refereed journal papers, non-refereed papers, books, patents, oral presentations, and others
- (3) A summary of research achievements and educational experiences
- (4) Goals for future research, education, and regional contribution making full use of applicants' specialty
- (5) Contact information of two references (name, institution, phone number, and email address)
- (6) Copies of all published refereed journal papers
- (7) List of grants awarded

* Note: The submitted documents will not be returned to the applicant.

9. Application deadline:

Applications must arrive no later than December 20, 2024.

10. Selection procedure:

- (1) First screening based on submitted documents.
- (2) Second and final screening including an interview with the prospective candidates who passed the first screening.

* Note: Interviews will be conducted at Kitami Institute of Technology or online. The applicant is responsible for all travel expenditures incurred for the interview.

11. Contact Addresses:

Postal address for application documents submission:

Professor Takahiro Tozawa, Kitami Institute of Technology

165, Koen-Cho, Kitami, Hokkaido 090-8507, JAPAN

Tel: +81-157-26-9551

email: tozawata@mail.kitami-it.ac.jp

*Note: Postal or email application is acceptable.

For postal applications, the registered post must include the words, "Application for Associate Professor, Division of General Education", in red on the application envelope.

For email applications, a PDF file must be attached. Please combine all the documents into one PDF file, set a password, and put "Application for Associate Professor" in the subject line of the email.

12. Others

- (1) The institute selects faculty members in the spirit of the Basic Law on Gender Equality.
- (2) For promoting gender equality and recruitment of foreign faculty members, the evaluation system of

the institute takes into consideration the special circumstances of the life events of females, and a period for the foreign faculty members to adapt to Japanese society.

(3) Please download the CV and the list of publications templates from the following site:

<https://www.kitami-it.ac.jp/about/saiyou/>