

Toyohashi University of Technology
Job announcement of faculty members in the field of social sciences (Business
Administration)

1. Recruitment : Professor 1 position
2. Affiliated Fields : Institute of Liberal Arts and Sciences
3. Fields of Specialty : Business Administration
4. Responsible Subjects : Organization and Management (1st, 2nd-year undergraduate)
Strategic Management, Marketing, Consumer Behavior, and subjects
related to Business Administration (3rd-year undergraduate – 2nd-
year graduate)
* According to specialty
5. Planned Starting Date : April 1st, 2023
6. Employment Status : Full-time employment
7. Employment Contract : Open-ended (Unrestricted)
8. Compensation :
 - (1) Salary : Annual salary scheme
(Based on the Pay Regulations for University Faculty)
 - (2) Other benefits : Dependent allowance, housing allowance, commutation
allowance, single transfer allowance, etc.
* Provided after confirming the requirements.
 - (3) Work hours : Flexible time system based around the hours of
8:30 to 17:15
 - (4) Holidays : Saturdays, Sundays, national holidays, New Year's holidays,
and designated summer holidays
 - (5) Insurance : The Ministry of Education, Culture, Sports, Science and
Technology Mutual Aid Association Insurance (short-term), and the
Employees' Pension Insurance (long-term)
9. Qualifications : Persons, who meet all of the following requirements below,
 - (1) must have a doctorate or Ph.D.;
 - (2) must possess advanced teaching and research experience in business
administration;
 - (3) must possess thorough knowledge of business administration useful for
engineering education and can take charge of lectures from
undergraduate to graduate degree programs;
 - (4) can demonstrate leadership in the Institute of Liberal Arts and Sciences
(social sciences field);
 - (5) will demonstrate strong enthusiasm to obtain competitive research
funds such as the Grant-in-Aid for Scientific Research;
 - (6) can conduct education and research in collaboration with humanities,
natural sciences, and specialized faculty members;
 - (7) understand the significance of liberal arts subjects within engineering
education;

- (8) must have sufficient Japanese proficiency to perform on-campus duties in Japanese, such as participation in on-campus committees (regardless of nationality).

10. Documents to Submit :

- (1) Resume (free format, including photo, address, phone number, email address, educational background, degree, work history and qualifications)
- (2) List of research achievements:
(A4 horizontal format, including the following sections (A), (B), and (C))

(A) Research achievements:

Classified into the following categories in order of publication:

[literary work] [Academic paper] [Others: Short reports, reviews, commentary, etc.]. In addition, specify the following information:

General matters such as publisher, published journal, publication date, sole author or co-author (if co-authored, include all co-authors name and applicant's role), peer reviewed or non-peer reviewed written in parenthesis after publication title, and first and last page numbers. You may use the following writing format:

<https://www.tut.ac.jp/about/06R03-kyouikujisseki.xlsx>

(B) List of affiliated academic societies and activity status description within the academic society (including job experience as officers and/or secretaries, roles at academic conferences)

(C) Competitive research fund acquisition status (list of achievements of research funds such as the Grant-in-Aid for Scientific Research, divided by principal investigator and co-investigator role)

- (3) Printouts of 3 to 5 major literary work or articles (copies are acceptable)
- (4) Abstracts of the above literary work or articles (approx. 1,000 characters each)
- (5) Proof of final degree (diploma, certificate of completion, etc.)
(copies acceptable)
- (6) List of classes conducted thus far (include part-time lectures; also specify the university name, faculty / major / academic grade)
- (7) Aspirations regarding education and research (approx. 1,000 characters)
- (8) Contact information of two references
(name, affiliation, telephone number, e-mail address)

11. Application Deadline : September 30, 2022 (date by which documents must arrive)

12. Application Method : choose (1) or (2)

(1) Via mail

Address to Mail the Documents:

〒441-8580 1-1 Hibarigaoka, Tempaku, Toyohashi City, Aichi Prefecture
Toyohashi University of Technology,

Director of Institute of Liberal Arts and Sciences,
Professor OKADA Hiroshi

“*Documents for Business Administration Faculty Member Application* (経営学教員応募書類)” must be written in red ink on the envelope front, and documents must be delivered by simple registered mail or other means with a delivery record.

(2) Via JREC-IN Portal Web Application

Since the number of documents that applicants can attach is restricted to one single file, combine the documents into one PDF file or compress them into one file. See JREC-IN Portal for details:

<https://jrecin.jst.go.jp/seek/SeekTop>

13. Contact : okada@las.tut.ac.jp

14. Selection Method :

- (1) Document examination (The selection will be made according to the university selection standards.)
- (2) Interview (Applicants determined to be suitable after the document examination phase will be contacted individually for the interview, online or in person.)
* We will not respond to individual inquiries regarding selection results.

15. Other Items :

- (1) We do not return application documents without request.
(If you would like to have your documents returned, please enclose a return envelope with a stamp or delivery payment invoice affixed.)
- (2) Based on the Personal Information Protection Act, personal information contained in the application documents will not be used for any purpose other than the selection process.
- (3) Costs for travel to the university, such as to attending the interview, shall be borne by the applicant.
- (4) Applicants shall be notified of selection results following the full examination period.
- (5) The university promotes gender equality and women are encouraged to actively apply.
- (6) In order to promote the globalization of education and research, applicants who can give lectures and teach students in English is desirable.