

Job Opportunity at Integrated Glyco-BioMedical Research Center,  
Institute for Glyco-core Research, Nagoya University

1	Title	Recruitment for Designated Associate Professor [IT Coordinator] (non-tenure track faculty position)
2	Affiliation	Institute for Glyco-core Research (iGCORE)
3	Content of job information	<p>[Center's Overview and Recruitment Policy]</p> <p>Tokai National Higher Education and Research System(THERS) aims to become a regional, national and international development and research hub in the fields where the System (consists of Nagoya University and Gifu University) can demonstrate its strong advantages and competitiveness.</p> <p>In order to expand and revitalize advanced life science research on Institute iGCORE, we recruits system engineers and IT coordinators engaged in the improvement of the network environment of the research institute and the promotion of research DX.</p> <p>[Job Description]</p> <p>This position will be in charge of the following tasks for iGCORE;</p> <ol style="list-style-type: none"> <li>1.Maintenance and management of the server for research and network environment in iGCORE.</li> <li>2.Construction of a network environment inside and outside the university using the Academic Information Network (SINET)</li> <li>3.Dx research including joint use and joint research with the entire institute and inside and outside the university.</li> </ol> <p>The above work will be handled by the staff of the Institute and the staff in charge of information on campus, and will be in charge of outsourcing to an external contractor as necessary.</p> <p>[Work Location]</p> <ul style="list-style-type: none"> <li>• Nagoya University (Higashiyama Campus) Furo-cho, Chikusa-ku, Nagoya, Aichi Japan</li> </ul> <p>There is a possibility that you will be working at Daiko Campus (1-1-1-20 Daiko minami, Higashi-ku, Nagoya City) because of business needs.</p> <p>[Number of Position]</p> <p>1</p> <p>[Start Date]</p> <p>October 1, 2022 (planned, negotiable)</p> <p>* If possible, we may accelerate appointment.</p>

4	Research field	large category	Informatics
		small category	IT Coordinator, Systems Engineer
5	Employment status	<p>Full-time  Until March 31, 2025  (Whether or not to renew is judged based on the amount of work at the end of the contract period, work performance, attitude, ability, management status of the Tokai National Higher Education and Research System, progress status of the business being engaged, continuation of the project, budget status, etc.)</p>	
6	Qualifications	<p>Qualifications:</p> <ol style="list-style-type: none"> <li>Those falling under one of the following. <ul style="list-style-type: none"> <li>More than 5 years of work experience as an IT-related job.</li> <li>Hold a Master's degree(IT-related research) and at least 3 years of work experience.</li> </ul> </li> <li>Can be in charge of maintenance and management of server and network environments, and can place orders and negotiation operations with specialized contractors.</li> <li>Communication skills that can work in cooperation with related departments within the university, faculty and staff in the institute, and URA.</li> </ol> <p>*We particularly welcome applications from those who meet the following requirements: (not required)</p> <ul style="list-style-type: none"> <li>Those who have experience in bioinformatics.</li> <li>Those who have experience in improving server and network environments.</li> </ul>	
7	Compensation	<p>[Working Conditions and Benefits]  (*conditions and benefits are determined by the employment and payroll regulations of the THERS)</p> <ul style="list-style-type: none"> <li>Working Hours: 38 hours and 45 minutes per week, 7 hours and 45 minutes per day(flexible work hours)</li> <li>Holidays: Saturdays, Sundays, national holidays, year-end and new year holidays, and summer holidays</li> <li>Salaries and Benefits: determined by the payroll regulations (annual salary system)</li> </ul> <p>- Annual salary examples (The amounts listed below are only examples provided in the regulations and do not relate to this position.)  -- Minimum*: JPY 6,300,000  -- Maximum*: JPY 9,240,000</p> <p>*The minimum and maximum amounts will vary depending on performance.</p> <ul style="list-style-type: none"> <li>Social Insurance: MEXT mutual union, unemployment insurance and occupational injury insurance</li> </ul> <p>Teleworking system available.</p>	

		(Employed as a Designated Associate Professor or a Designated Lecturer)
8	Application period	Closing date for receipt of applications is 5:00 p.m. on July 29, 2022. Even before the deadline, we will select as appropriate and close as soon as the recruiter is decided.
9	Application /selection /notification of result /contact details	<p>Applications to include the following submitted on an A4-size paper</p> <ol style="list-style-type: none"> <li>1. Curriculum Vitae (CV) (with a photo, telephone number and email address) (please refer to the attachment).</li> <li>2. Resume of work experiences (refer to the attachment)</li> <li>3. Record of academic achievements (free format. Categorized into the following six groups: 1) Original papers 2) Review papers, 3) Book, 4) External funds, 5) Patents and 6) Others. Indicate whether original papers were peer reviewed or not)</li> <li>4. Contact details of two (2) references: please include names, affiliations, contact information (telephone numbers, email addresses.</li> <li>5. Written oath (refer to the attachment)</li> <li>6. Declaration of applicable specific categories, Flowchart for Determining Applicable Categories (refer to the attachment)</li> <li>7. Confirmation Letter regarding the Applicability of the Specific Categories for Compliance with Article 25(1) and (2) of the Foreign Exchange and Foreign Trade Act (please refer to the attachment)</li> </ol> <p>In November 2021, in accordance with the clarification of the scope of control for “deemed exports” under the Foreign Exchange and Foreign Trade Act (“FEFTA”), some provision of sensitive technology to faculty members and students by universities and research institutions has become subject to control under the FEFTA. Consistently with this change, when applying for faculty positions or to study at the University, faculty, staff, and students will be required to submit a “Declaration of applicable specific categories” based on the “Flowchart for determining applicable specific categories.” Faculty, staff, and some students will also be required to submit a “Letter of confirmation” at the time of their recruitment or admission.</p> <p>Please mail or e-mail the above documents.</p> <p>*Attachment <a href="https://nuss.nagoya-u.ac.jp/s/KR64LPETzP6YEJX">https://nuss.nagoya-u.ac.jp/s/KR64LPETzP6YEJX</a></p>

		<p>(Submission Destination)</p> <p>Tokai National Higher Education and Research System,  Research Strategy Department,  Furo-cho, Chikusa-ku, Nagoya, Aichi, Japan.</p> <p>Please write in front of the envelope, ""The Integrated Glyco-BioMedical Research Center (iGMED) Application Form contained"", and send it to the above address by registered mail. Applications will not be returned once accepted. In accordance with the THERS Regulations, your personal information is used only for the purposes of screening and will not be used for any other purposes.  In case of e-mail, please write the title "IT Coordinator Application (Name)".</p> <p>(Screening Process, Notification)</p> <p>Results of the formal screening will be notified to successful applicants by post or by email within one month after the close of recruitment period. Shortlisted candidates will be given a chance to make their presentations and undergo a formal interview.  Date of Interview: August 8 to 26 2022 (planned)</p> <p>(In the interview, applicants will be questioned on the degree of their understanding of Nagoya University, research promotion efforts of the Center, and demonstrable evidence of individual responsibilities, collaboration and interpersonal communications skills.)  Note: All travel/accommodation expenses and other incidental expenses incurred for the interview will be borne by the applicant.</p> <p>(Contact)</p> <p>Tokai National Higher Education and Research System,  Research Strategy Department, Research Organization Administration Division,  Kojima Sachiyo  email: igcore-syomu_at_adm.nagoya-u.ac.jp  (Please replace _at_ with @ when sending an email.)  Inquiries must be made by email. Mail title: "Recruitment"</p>
10	Additional information	<p>Nagoya University promotes gender equality and employment of foreign teaching staff. All qualified applicants with excellent academic records and skills regardless of gender and nationality are encouraged to apply. We look forward to receiving your application.</p>