

Technical Assistant Position at ITbM

Summary

(Immediately after employment)

Kay-Hirota group at the Institute of Transformative Bio-Molecules (ITbM), Nagoya University, is seeking a technical assistant with a background in mammalian cell culture, molecular biology, biochemistry, and/or mouse studies. The Kay-Hirota group aims to understand the molecular mechanism of the circadian clock and benefit human health by discovering new molecules that will revolutionize research on the circadian clock (https://www.itbm.nagoya-u.ac.jp/en/kay-hirota_group/). The successful candidate will assist with projects to elucidate the effects of compounds targeting the circadian clock on physiological functions using mammalian cells and mice at the molecular level, to apply these findings to disease treatment.

(scope of change): Duties designated by Tokai National Higher Education and Research System.

[Job title] Technical Assistant

[Place of work]

(Immediately after employment): ITbM Building, Nagoya University, Higashiyama campus (Furo-cho, Chikusa, Nagoya)

(scope of change): Work location designated by Tokai National Higher Education and Research System.

[Requirements]

Candidates should have graduated from a university and have a background in mammalian cell culture, molecular biology, biochemistry, and/or mouse studies. ITbM has a unique and exciting research environment where chemists, biologists, and computational chemists coming from various areas of Japan as well as many foreign countries share a workspace to enhance interdisciplinary research. The candidates are expected to have high-level English communication skills and be highly active and interactive.

[Conditions of employment]

Start date: Available for consultation from 12/1 onwards

Term: The employment contract may be renewed depending on annual performance evaluation.

*Determined based on performance, judgment/response, sense of responsibility, work attitude, cooperativeness, compliance with laws and regulations, etc and budget of the Tokai National Higher Education and Research System and workload, etc.

Even when renewing, the period shall be limited to five years from the date of adoption.

Employment shall be terminated by March 31 of the fiscal year in which you reach the age of 65.

Working Hours: ① For Contract Employees

Mon–Fri: 8:30 a.m.–5:15 p.m. (Lunch break: 12:00 p.m.–1:00 p.m.)

7 hours and 45 minutes per day; 38 hours and 45 minutes per week

② For part-time employees

Mon–Fri: 19–30 hours per week (negotiable) (Lunch break: 12:00 PM–1:00 PM)

* Overtime: as needed (average of 0~5 hours per month)

Days Off: Saturdays, Sundays, national holidays, and the year-end/New Year's period (Dec. 29–Jan. 3)

Salary and Benefits: ① For Contract Employees: Annual salary system (annual salary: 2.52 million yen; monthly salary: 210,000 yen)

② For Part-Time Employees: Hourly wage of 1,390 yen

Commuting Allowance: Provided (subject to eligibility requirements; maximum 150,000 yen/month)

Insurance Coverage: Mutual Aid Association (short-term), Employees' Pension Insurance, Employment Insurance (coverage depends on working conditions), Workers' Accident Compensation Insurance

Leave: Annual paid leave, refreshment leave, bereavement leave, etc.

Measures to Prevent Passive Smoking: As a general rule, smoking is prohibited on campus

[Application methods]

Send the following documents as a single pdf file to Dr. Tsuyoshi Hirota (thirot@itbm.nagoya-u.ac.jp).

- CV (Any format is acceptable. Please include your email address and attach a photo.)
- Reason for applying and Self-Promotion (Including information on experimental techniques you have mastered; approximately one A4 page)
- Name and contact information of a person who can be contacted regarding the applicant
- Please indicate whether you are applying for a contract position or a part-time position
- Applicable Specific Category Determination Form: <https://nuss.nagoya-u.ac.jp/s/Swfp7NdH7PGitf4>

※In November 2021, due to the clarification of the scope of control in "deemed exports" under the Foreign Exchange and Foreign Trade Act ("FEFTA"), some of the provision of sensitive technologies to faculty and staff at universities and research institutions became subject to control under the FEFTA. As a result, when applying for this call for proposals, you will need to submit a "Self-Declaration of Applicability" based on the "Flowchart for Determining Applicability of Category" in the attached documents. Applicants will be contacted later. In addition, you will be required to submit a "Written Pledge" when you are hired.

[Selection procedures]

The applicant will be selected based on;

- 1) Primary paper screening
- 2) Job interview (only those who passed primary paper screening)

[Application deadline]

Application documents should arrive by November 16, 2026.

[Contact and Inquiries]

Dr. Tsuyoshi Hirota

Institute of Transformative Biomolecules, Nagoya University

Furo-cho, Chikusa, Nagoya 464-8601

Email: thirot@itbm.nagoya-u.ac.jp

[Notes]

Interviews will be conducted face-to-face. When face-to-face interviews are difficult, online interviews will be conducted. The applicant should be responsible for all travel expenses incurred for the interview. Submitted application documents shall not be returned. All personal information is handled in strict confidentiality and is not utilized for any other purpose or disclosed to any third party.

Tokai National Higher Education and Research System is working to prevent sexual harassment against job seekers during recruitment processes, job information sessions, internships, teaching practicums, and other job-seeking activities.

If there is any sexual behavior or other inappropriate conduct by recruiters or other staff, please contact the consultation desk listed below.

You will not be treated disadvantageously for having consulted with us.

Consultation regarding harassment

Nagoya University Harassment Consultation Center

Tel : 052-833-9061 E-mail : h-help@t.mail.nagoya-u.ac.jp

[Name of the Fundraiser]

Tokai National Higher Education and Research System