

June 26, 2024

Recruitment of Associate/Assistant Professor
Institute of Life and Environmental Sciences

University of Tsukuba
Personnel Committee

Institute of Life and Environmental Sciences, University of Tsukuba is seeking candidates to appoint an associate professor or an assistant professor dedicated to a project research. If you are interested in applying, please read the following information.

1. Number of positions available

One associate professor or assistant professor position

2. Research area

Atmospheric and hydrospheric sciences

3. Duties and responsibilities

In the Institute of Life and Environmental Sciences, the successful candidate is expected to elucidate the formation, variation and change mechanisms of the present climate and promote the planned research project "Reconstruction of paleoclimate in the past 2,000 years by climate modeling" as part of the Grant-in-Aid for Transformative Research Areas (A) "The past, present, and future of 'misbehaving climate' and humans".

4. Affiliation

Master's and Doctoral Programs in Geosciences, Institute of Life and Environmental Sciences
Address of workplace: University of Tsukuba, 1-1-1 Tennodai, Tsukuba, Ibaraki 305-8572, Japan

5. Qualifications

Applicants must have a doctoral degree, and sufficient research and teaching ability in their field of specialization.

6. Type of work

Full-time (nontenured)

7. Scheduled date of appointment

December 1, 2024

8. Period of employment

Until March 31, 2025, which may be reappointed annually thereafter for a maximum until March 31, 2029.

9. Working conditions

Annual salary scheme, to be compliant with the Provisions and Regulations of University of Tsukuba.

Working hours: 8:30-17:15 (1 hour break), 7 hours and 45 minutes per day, 5 days per week (Monday through Friday), based on a specialized flexible working hours system applied.

Holidays: Saturdays, Sundays, national holidays and dates designated by University of Tsukuba

Social insurance: National Public Service Mutual Aid Association, Employees' Pension Insurance, Employment Insurance, and Workers' Accident Compensation Insurance

10. Application documents and submission method

Please combine the application documents (1) through (7) into a single PDF file, compress it together with (8) through (10) into one file in ZIP format listed below, and submit it through the JREC-IN Portal Web (<https://jrecin.jst.go.jp/seek/SeekTop>). Please note that the submitted documents will not be returned.

- (1) Curriculum Vitae (include post-high school education, employment and research experience, awards received, academic affiliations, as well as contact address, e-mail address, and telephone number, and attach your recent portrait)
- (2) List of research publications (separate into books, papers, and others, and indicate whether or not there is a peer review system)
- (3) List of up to 5 major peer-reviewed research articles from the last 5 years
- (4) Up to 5 representative books or papers in the last 5 years (photocopies are acceptable)
- (5) Summary of education and research activities to date (1 page of A4-size sheet)
- (6) Aspirations for future research and education plan (1 page of A4-size sheet)
- (7) List of acquisition of research grants
- (8) Contact information (names and e-mail addresses) for two persons who can inquire about the applicant
- (9) Self-Declaration on Specific Categories (Only for applicable persons of the specific category): Scanned file of Form 5 after downloaded from https://coi-sec.tsukuba.ac.jp/export_control/specific-categories/ and filled in [The University of Tsukuba has established the "National University Corporation University of Tsukuba Security Export Control Regulations" in accordance with the "Foreign Exchange and Foreign Trade Act" and implements strict screening when hiring foreign nationals, persons from foreign universities, companies, government agencies, etc., or persons falling under the specified categories.]
- (10) Residents of the European Economic Area (EEA) must submit a scanned copy of the Consent for the Handling and Transfer of Personal Data (Annex Form) in accordance with the EU General Data Protection Regulation.

11. Selection process

Selection will be based on submitted documents. Online interviews will be conducted as needed. [University of Tsukuba selects personnel in accordance with the spirit of the "Basic Law for a Gender-Equal Society" and the principles and policies of the "University of Tsukuba Basic Principles and Basic Plan for Diversity."]

12. Deadline for submission

July 25, 2024 (must arrive by this date)

13. Handling of the submitted documents

The information contained in the application documents will not be used for any purpose other than the relevant personnel selection and recruitment. After the selection process, the information will be properly deleted in accordance with the university's personal information protection handling regulations.

14. Contact for inquiries

Professor Hiroaki UEDA, Institute of Life and Environmental Sciences, University of Tsukuba

E-mail: ueda.hiroaki.gm@u.tsukuba.ac.jp

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Annex Form

Consent to Processing and Extraterritorial Transfer of Personal Data under GDPR (EU General Data Protection Regulation)

The National University Corporation University of Tsukuba (“the Corporation” below) would like you to provide your personal data, for purposes indicated in Article 1 of this Consent Form, limited to a request for completion of human resources documents.

Personal data provided by persons located in the countries that make up the European Economic Area or in the United Kingdom of Great Britain and Northern Ireland (“the EEA, etc.” below) will be appropriately processed with an awareness of the importance of security, in compliance with the EU General Data Protection Regulation No. 2016/679 in addition to the relevant laws and regulations of Japan and the regulations, etc. of the Corporation.

Additionally, the personal information that you provide will be transferred to the Corporation located outside of the territory of the EEA, etc.

Please provide your signature and submit it along with the human resources documents if you consent to this processing and extraterritorial transfer. However, whether or not you provide consent using this consent form, the processing and extraterritorial transfer of personal data based on the lawfulness of processing in Article 6, Paragraph 1 (b) of the GDPR and the lawfulness of extraterritorial transfer in Article 49, Paragraph 1 (b) will be considered lawful under those regulations, as provided for by Article 6 of this consent form.

1 Purpose of Use of Personal Data

The Corporation shall use the personal data (including family information) provided for the following purposes.

- (1) Screening related to hiring (including confirming the content of the personal information provided and all other communication between the subject of the personal information and the University of Tsukuba in the process of recruitment screening)
- (2) Employment procedures
- (3) Personnel management (including operations with various information systems based on personnel management information)
- (4) Labor management
- (5) Healthcare
- (6) Procedures relating to tax, etc.

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- (7) Various other administrative procedures required for activities related to hiring, subsequent employment contracts, and personnel management (including sharing of personal information within the University of Tsukuba)

2 Control of Personal Data

The Corporation shall appropriately manage the personal data that are acquired, retain them for a period provided for by its regulations, etc., and establish measures necessary to prevent the leakage, loss, and damage of personal data.

3 Provision of Personal Data to Third Parties

In principle, the acquired personal data shall not be provided to third parties other than the Corporation except in cases where the consent of the data subject is obtained or on the basis of laws and regulations. However, to perform the operations described in Paragraph 1, personal data may be shared within the Corporation, provided to the third parties listed below, or shared with the said third parties.

- (1) Public institutions such as administrative agencies and courts
- (2) Private companies as necessary for implementing procedures

4 Outsourcing the Handling of Personal Information

Acquired personal data may be handled by a private company as necessary for implementing procedures in order to perform the operations described in Paragraph 1. In such a case, the Corporation shall supervise as needed the processor to whom such handling has been outsourced in order to ensure the proper security management of personal data.

5 Rights of the Data Subject

Data subjects have the rights listed below. If you wish to exercise these rights, etc., please get in touch using the contact information provided at the bottom of the consent form.

- (1) The right to access information related to personal data concerning him or her and information about the processing of personal data
- (2) The right to request rectification or erasure of personal data concerning him or her
- (3) The right to request that the controller limit processing related to data subjects
- (4) The right to data portability
- (5) The right to object to the processing of personal data concerning him or her
- (6) The right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning him or her or

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similarly significantly affects him or her.

- (7) The right to withdraw his or her consent without being subject to any disadvantages (however, this shall not affect the lawfulness of any processing based on consent prior to its withdrawal)
- (8) The right to lodge a complaint with a supervisory authority established by a country of the EEA, etc. for the purpose of supervising the application of the GDPR

6 Supplement concerning the Lawfulness of the Processing and Extraterritorial Transfer of Personal Data

- (1) The lawfulness of processing when it is necessary for the performance of a contract to which the data subject is party or in order to establish measures at the request of the data subject prior to entering into said contract (GDPR Article 6, Paragraph 1 (b)) is considered to be lawful under the Regulation in question regardless of consent on this consent form.
- (2) The lawfulness of extraterritorial transfer when transfer is necessary for the performance of a contract between the data subject and the controller or in order to carry out measures at the request of the data subject prior to entering into said contract (GDPR Article 49, Paragraph 1 (b)) is considered to be lawful under the Regulation in question regardless of consent on this consent form.

7 Contact Information

National University Corporation University of Tsukuba
Institute of Life and Environmental Sciences
UEDA Hiroaki
E-mail ueda.hiroaki.gm@u.tsukuba.ac.jp

I consent to the above provisions of this consent form.

Date: _____, 20__

Signature: