

**Graduate School of Mathematical Sciences, The University of Tokyo**  
**Recruitment Information for Project (Fixed term) Assistant Professor**

1.	Title and Hiring Numbers	Project Assistant Professor, two positions
2.	Term of Employment	October 1, 2023, or the earliest possible occasion after that date up to March 31, 2024
3.	Renewal of Contract	Your employment agreement may be renewed. Renewal shall be at the end of each academic year. Renewal of the agreement will be determined by the following factors: All relevant factors, such as progress of the work assigned to you, your performance, work record, and attitude, your medical conditions, budget status, and/or the amount of the work at the end of the term. However, your employment agreement will be renewed at most 3 times and the renewed term will not go beyond March 31, 2027.
4.	Probation Period	14 days from the date of employment
5.	Place of Work	Graduate School of Mathematical Sciences, The University of Tokyo (3- 8-1 Komaba, Meguro-ku, Tokyo)
6.	Affiliation	Graduate School of Mathematical Sciences, The University of Tokyo
7.	Contents of Work Duties	1. Supervising mathematics exercise classes for the first year and the second-year undergraduate students. 2. Assisting courses and supervising exercise classes for the third year and fourth-year undergraduate students and for the graduate students. 3. Preparing on-demand materials for undergraduate mathematics courses. 4. Other educational or research jobs at the graduate school.
8.	Working Hours	Discretionary work system for professional work applies and working hours will be deemed as 7 hours and 45 minutes per day.
9.	Days off	Saturdays, Sundays, Holidays, and the year-end and New Year holidays (December 29 to January 3)
10.	Leave	Annual Paid Leave, Special Leave, etc.
11.	Wages, etc.	Annual salary system. About 400,000 to 500,000 yen per month including performance allowance (depending on qualification, ability, academic career etc.) and commuting allowance (in the case the required conditions are satisfied, up to 55,000 yen per month).
12.	Insurance	You will be automatically enrolled in the insurance from the Mutual Aid Association of MEXT (Ministry of Education, Culture, Sports, Science and Technology) and Employment Insurance.
13.	Qualification Requirements	The candidate should possess or is expected to obtain a doctoral degree by the starting date.

14.	Documents to be Submitted	<p>1) The University of Tokyo Standard Resume (Please download the resume from the website below.) <a href="https://www.u-tokyo.ac.jp/en/about/jobs.html">https://www.u-tokyo.ac.jp/en/about/jobs.html</a> * Please refer to instructions below instead of the above. (Japanese only) <a href="https://www.c.u-tokyo.ac.jp/faculty/soumu/jinji/download-jinji/rireki_20220823.pdf">https://www.c.u-tokyo.ac.jp/faculty/soumu/jinji/download-jinji/rireki_20220823.pdf</a></p> <p>* If you have a name for professional use, please indicate it in Remarks.</p> <p>2) List of publications in which the three most important articles are marked.</p> <p>3) pdf files of articles (may include preprints), up to 5.</p> <p>4) a summary of past research activities.</p> <p>5) research plans.</p> <p>6) three names of possible referees with their e-mail addresses,</p> <p>7) a document certifying the teaching ability in Japanese. (Required for non-Japanese citizens. You are required to be able to teach in Japanese)</p> <p>8) Plan on promoting diversity (Please write this based on your own experience.) The Graduate School of Mathematical Sciences is aware of the importance of creating a more inclusive environment, as stated in the document “pursuing harassment free Graduate School of Mathematical Sciences and Department of Mathematics” <a href="https://www.ms.u-tokyo.ac.jp/news/h_sengen.pdf">https://www.ms.u-tokyo.ac.jp/news/h_sengen.pdf</a> (in Japanese) and the University of Tokyo has adopted the University of Tokyo statement on Diversity and Inclusion <a href="https://www.u-tokyo.ac.jp/ja/about/actions/di01.html">https://www.u-tokyo.ac.jp/ja/about/actions/di01.html</a></p> <p>9) Plan on education of mathematics using on-demand materials.</p>
15.	Submission Method	<p>Zip the electronic files of above documents in one file and upload it using the link below. <a href="https://forms.gle/9dSJYJjqDceb3h7w5">https://forms.gle/9dSJYJjqDceb3h7w5</a> (A Google account is required.) The file name shall be yourname.zip. At the same time, write to email: math-application(AT)ms.u-tokyo.ac.jp after replacing (AT) by @ If you are not able to upload the file at the link, you may send it by email to the above address as an attached file. In either case, Subject shall be “application to the project assistant professor position”. * Please contact us if you do not receive an acknowledgement of receipt of your email from the University within a few days.</p>
16.	Application Deadline	<p>Applications must arrive by July 14, 2023, noon (JST). We will not accept any application arrived later than that date.</p>

17.	Contact	3-8-1 Komaba, Meguro-ku, Tokyo 153-8914 Graduate School of Mathematical Sciences e-mail: math-application(AT)ms.u-tokyo.ac.jp with (AT) replaced by @
18.	Name of Recruiter	The University of Tokyo
19.	Status of measures to prevent second-hand smoke	No smoking on site (Designated outdoor smoking areas are available)
20.	Other	<p>1) Personal information obtained will only be used for recruitment purposes.</p> <p>2) We welcome proactive application from women in accordance with “The University of Tokyo, Declaration for Promoting Gender Equality (March 3, 2009).”</p> <p>3) We will consider account any periods during which you were on leave for maternity, childcare, illness, nursing etc. if indicated in CV.</p> <p>4) If you are personally in contract with foreign governmental bodies, corporations or universities, or if you are in receipt of a large benefit (financial or any other form) from foreign governmental bodies during the period of your employment, the provisions of the Foreign Exchange and Foreign Trade Act (FEFTA) may prohibit or restrict the sharing of technology that is designated as controlled technology and, as a result, this may make it difficult for you to fulfill your duties as an academic or as administrative staff of the university. Therefore, in such cases it is necessary to keep such contracts/benefits within a scope where they do not hinder the sharing of technologies for your duties at the university.</p>