

JOB VACANCY ANNOUNCEMENT

Project Associate Professor or Project Assistant Professor, National Astronomical Observatory of Japan (NAOJ)

NAOJ announces a Project Associate Professor or Project Assistant Professor position for an ARC Scientist at the East Asian ALMA Regional Center (EA-ARC) of the NAOJ ALMA Project to enhance the team to support ALMA science operations.

1. Job Title: ARC Scientist / Project Associate Professor or Project Assistant Professor, one position

2. Division and Location: NAOJ ALMA Project, EA-ARC, Mitaka (Japan)

3. Area of Expertise: Radio Astronomy, and Interferometry

4. Job Description:

Join the EA-ARC team as an ARC Scientist to

- Conduct the tasks needed for ALMA science operations;
- Do scientific research using ALMA.

The Science Operations tasks conducted by the team include:

- Support of preparation of ALMA observations or evaluation/reduction of the observed ALMA data;
- Promotion of science with ALMA by contributions at science meetings and ALMA East Asian Users Meeting;
- Contribution to Astronomer on Duty or systems/science verification at JAO in Chile (one month visit to JAO per year);
- In addition to above, a candidate for the associate professor is expected to lead some of the ARC major activities (proposal preparation support, observing program preparation support, data reduction and data quality assurance, pipeline data reduction, user helpdesk, etc.).

ARC Scientist will assign 75% of his/her working time for the above duties. The remaining 25% shall be used for his/her own scientific research such as:

- Excellent scientific research with ALMA;
- Exploration of new research fields with ALMA.

5. Terms of Appointment:

The successful candidate should be able to start as soon as reasonably possible after the job offer has been accepted.

The term is for five (5) years, including the probation period of six (6) months. Annual performance review will be conducted. In case that the successful candidate was an NINS employee after 2013 April 1, the term may be set so that the total accumulated terms of the employment does not exceed ten (10) years.

6. Minimum Academic Requirements:

- (1) Ph.D. or equivalent in astronomy or related fields;
- (2) Knowledge on astronomy;
- (3) Willingness to do observational research using radio astronomy instruments;
- (4) Capability to join, discuss and collaborate in English-speaking teams;

- (5) Willingness to collaborate with the members of EA-ARC and other ARCs in doing science verification and user support.
7. Required Application Materials: (*To be prepared in English. Any other language will not be accepted)
- (1) Cover letter;
 - (2) Curriculum vitae;
 - (3) Publications list (Separate refereed and non-refereed papers. SPIE can be included in refereed papers.);
 - (4) Summary of your past research activities including international collaborations;
 - (5) Your plans to fulfill the responsibilities and aspirations for the position (including your desired position and research plan as needed);
 - (6) Your easily reachable contact information (e-mail and phone) and the e-mail address of your current supervisor or line manager.
 - (7) Two or more reference letters. Note that your current supervisor or line manager cannot be your reference. Please ask your references to upload the letters directly to an NAOJ job application system shown in 9 before the deadline. Applicants are responsible for ensuring that the letters are submitted before the application deadline (Reference letters should be written by faculty/staff with tenured positions, and no more than one reference letters will be accepted from each country).
8. Application Deadline: 2020-03-27, 17:00 (Japan Standard Time)
9. Submission:
- Applicants are required to apply via the NAOJ job application system on the web:
<https://jobregister.nao.ac.jp/>
Please fill out the form on the web and upload the documents specified on the application form. If it takes time to prepare the documents, applicants should be issued an applicant ID and reference IDs in advance. Reference letters should be uploaded by persons who have written the letter for you directly, following the instruction shown on the application form. Reference IDs and passwords are required to upload reference letters, so please inform references of the issued reference IDs and passwords. The application documents should be converted to PDF (max 50MB each, 100MB in total, at most 10 files).
- If you have any question related to the job description, contact;
E-mail: alvaro.gonzalez_AT_nao.ac.jp (replace _AT_ with @)
Alvaro Gonzalez, NAOJ ALMA Project Manager
Subject of e-mail: “Question on JD of Project Associate/Assistant Professor in EA-ARC”
- If you have any question related to the job application system or other items, contact;
E-mail: JobRegister-contact-10_AT_nao.ac.jp (replace _AT_ with @)
Subject of e-mail: “Question on Project Associate/Assistant Professor in EA-ARC”
10. Notes for application:
- Candidates selected in the final short list may be interviewed by the selection committee either via internet or face-to-face. The expense for travel to the interview will not be covered by NAOJ.
 - If the selection committee deems that there is no qualified candidate for this position, it is possible no one will be selected.

11. Remarks

- The NAOJ Advisory Committee for Research and Management will make the final decision for the appointment.
- Policy for Equal Employment Opportunity: Abiding by the Equal Employment Opportunity Act for Men and Women, NAOJ is committed to the realization of a society with gender equality. If two candidates are deemed equal in their performance evaluation, NAOJ will take positive action to employ women. For details, see <http://open-info.nao.ac.jp/danjokyodo/>
- Information submitted in your application documents will not be used for any purpose other than the selection process and for contacting you with necessary notices in connection with the selection. Once the selection process is complete, we will securely dispose of all application documents and personal information, except for those submitted by the successful candidate.