

JOB VACANCY ANNOUNCEMENT

Project Research Fellow, National Astronomical Observatory of Japan (NAOJ)

National Astronomical Observatory of Japan (NAOJ) invites applications for the positions of Project Research Fellow (Project Research Staff on Annual Salary System).

1. Job Title: Project Research Staff on Annual Salary System, three positions
2. Division and Location, Area of Expertise, and Job Description:
The fellow is expected to spend up to 50 % of their time to jobs/researches requested by the project they belong to. For the details, please visit the following URLs and check the list of project jobs/researches. The applicant must designate a host researcher with the project in the table and should consult with the host researcher about the application and research plans shown by the project etc.

In Japanese

<https://www.nao.ac.jp/about-naoj/employment/jobs-project-1.html> (general)

<https://www.nao.ac.jp/contents/about-naoj/employment/task-list-2022.pdf> (list)

In English

<https://www.nao.ac.jp/en/about-naoj/employment/jobs-project-1.html> (general)

<https://www.nao.ac.jp/en/contents/about-naoj/employment/task-list-2022.pdf> (list)

3. Terms of Appointment:
The successful candidate should be able to start at April 1st, 2022 or later, but no later than September 30th, 2022. The term is for three years, including the probation period of six months. An annual performance review will be conducted. At the end of the contract term, there is no possibility for contract extension. If the successful candidate had been a Project Research Fellow or a Researcher (Part-time Contract Employee) at NAOJ before, the term may be adjusted so that the total length of employment does not exceed five years.
4. Minimum Academic Requirements:
The applicant must have a PhD degree as of March 31st, 2022 or is expected to have it by the starting date. It should be described if the applicant is expected to have a PhD degree by September 30th, 2022.
5. Required Application Materials: (*To be prepared either in English or Japanese. Any other languages will not be accepted)
 - (1) A cover letter (including your desired project and host researcher),
 - (2) Curriculum vitae,
 - (3) Summary of your past research activities including expertise to fulfill the duties (up to 4 pages),
 - (4) Publications list
 - (i) Refereed papers with individual citation count of which you are the corresponding author,
 - (ii) Other refereed papers,
 - (iii) Non-refereed papers (for co-authored papers, list the names of all the authors),
 - (5) Outline of research plans including a plan for the project duty/research (up to 4 pages),

(6) One or more reference letters. Note that your host researcher cannot serve as a reference. Please ask your references to upload the letters directly to the URL stated in 7 before the deadline. Applicants are responsible for ensuring that the letters are submitted before the application deadline. The name of the referee should be identified in the application cover letter.

6. Application Deadline: 2021-11-01, 12:00 (noon) (Japan Standard Time)

7. Submission:

Applicants are required to apply via the NAOJ Nextcloud on the web. Please access the application form at the following URL. The URLs are different for each project. Please make sure to choose the correct site.

<for Nobeyama Radio Observatory>

<https://forms.office.com/r/9rAPfqVxGX>

<for Mizusawa VLBI Observatory>

<https://forms.office.com/r/Q7vXf9DEdf>

<for Solar Science Observatory>

<https://forms.office.com/r/KA1uu89QMi>

<for SOLAR-C Project>

<https://forms.office.com/r/BrqiGL3TwL>

<for JASMINE Project>

<https://forms.office.com/r/v0PTHtbe5i>

<for Advanced Technology Center (ATC)>

<https://forms.office.com/r/91rQdTPYzB>

<for ASTE Project>

<https://forms.office.com/r/E9c5P2M0r6>

<for Astronomy Data Center (ADC)>

<https://forms.office.com/r/JhLgQqPiUf>

<for RISE Project>

<https://forms.office.com/r/FwFD7RkScB>

<for Gravitational Wave Science Project (GWSP)>

<https://forms.office.com/r/epQEyB9TyN>

<for Center for Computational Astrophysics (CfCA)>

<https://forms.office.com/r/GSHBTTN2b4>

<for Division of Science>

<https://forms.office.com/r/0dUhURQwTU>

After you submit the initial form, you will receive an email showing the URLs for (a) uploading your application documents, and (b) for your reference letters.

Once you get the URL(a) for your application documents, please upload the files corresponding to the documents (1) through (5) stated in 5. These files must be in PDF format (max 50MB each, 100MB in total, at most 10 files).

Please ask your references to upload their letters via the URL(b) you receive for this

purpose.

If you have any general question related to the job description, contact

E-mail: apply-prf20211101_AT_ao.ac.jp (replace _AT_ with @),

Masao Saito, Director of Research Coordination

Subject of e-mail: "Question on JD of Project Research Fellow."

If you have any specific questions, please contact email addresses in the table individual projects.

Subject of e-mail: "Question on JD of Project Research Fellow."

If you have any question related to the application process or other items, contact,

E-mail: apply-prf20211101_AT_ao.ac.jp (replace _AT_ with @)

Subject of e-mail: "Question on Project Research Fellow."

8. 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. The interview is planned to be held in the end of November (JST).

9. Labor Conditions:

(1) Work Type and Work Hours:

The Discretionary Labor System for Professional Work shall be applied.

(Standard work hours: 38.75 hrs/week, from 8:30 to 17:15 with an hour intermission)

(2) Holidays:

Saturdays and Sundays, National Holidays, New Year holidays (December 29th - January 3rd),

Annual paid leave (20days: to be prorated for the first year), Summer holidays (3 days)

(3) Social Insurances:

MEXT Mutual Aid Association (health insurance), Employees' Pension Insurance, Employment Insurance, Industrial Accident Compensation Insurance

(4) Remuneration:

Salary: The fellow will receive a monthly salary of 350,000 JPY.

Allowances: Commutation allowance (up to 55,000JPY per month) will be paid when the requirements based on the NINS regulations are all filled.

Retirement Allowance: Shall not be paid

10. Remarks

- The fellow will receive annual research funds of 500,000 JPY.
- NINS Regulations of Employment for Employees on Annual Salary System shall be applied to this position.
- The travel and relocation costs to NAOJ will be covered, subject to the travel regulations of NINS (details have to be arranged with the administration office).
- The qualification to apply for Grants-in-Aid for Scientific Research is given.
- 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.

- If you have taken a leave(s) such as for maternity, child care, and/or family care, please indicate it in your curriculum vitae. We will consider it when assessing your performance.

For further information about NAOJ's efforts to achieve gender equal society, see <https://www2.nao.ac.jp/~open-info/danjokyodo/index.html>

- Information submitted in your application documents will not be used for any purposes other than the selection process and for contacting you with necessary notices in connection with the selection. Once the selection process is completed, we will securely dispose of all application documents and personal information, except for those submitted by the successful candidate.

11. Name of recruiter

Inter-University Research Institute Corporation, National Institutes of Natural Sciences (NINS), National Astronomical Observatory of Japan (NAOJ)