

## **Application Requirements for Assistant Professor in Institute of Life and Environmental Sciences**

The Institute of Life and Environmental Sciences of the University of Tsukuba invites applications for the position of Assistant Professor. Applicants are requested to apply according to the following application guidelines.

### **Application Guidelines**

**1 Position to be filled:** Assistant Professor

**2 Number of applicants:** 1

**3 Name and address of institution:**

University of Tsukuba, Institute of Life and Environmental Sciences, 1-1-1 Tennodai, Tsukuba, Ibaraki 305-8572, Japan

**4 Field and outline of recruitment:**

Field of Engineering of Bio-Materials

This field has been developing technologies for use of wood, a biomaterial that is extremely important for the realization of a carbon-neutral society, and aims to build a recycling-oriented society by promoting GX (Green Transformation), which promotes the use of renewable energy. In this recruitment, we are looking for a young faculty member who will conduct advanced research on the processing and extraction of active ingredients of wood biomass through physical, chemical, and engineering approaches, and who will work energetically on research that will lead to the development of new and effective biomass products.

**5 Responsibilities:**

As a faculty member of the University of Tsukuba's Institute of Life and Environmental Sciences, you will be in charge of research, education, and organizational management for College of Agro-Biological Resource Sciences, Degree Program in Agro-Bioresources Science and Technology, and Degree Program in Agricultural Sciences. The courses you will be in charge of are as follows.

1) College of Agro-Biological Resource Sciences (Undergraduate Program):

Fundamental Environmental Engineering Laboratory,

Experiments on Biomaterial Science, Biomaterial Science, Biomaterials Science

2) Degree Program in Agro-Bioresources Science and Technology (Master's Program):

Seminar in Bioresource Environment Engineering IS, IF, IIS, IIF

Research in Bioresource Environment Engineering IS, IF, IIS, IIF

3) Degree Program in Agricultural Sciences (Doctoral Program):

Dissertation in Food and Biomass Sciences I, II, III

**6 Qualifications:** Applicants must have a doctoral degree or be expected to obtain it by the date of appointment. If the degree is expected at the time of application, documents confirming the expected date of degree completion and the preparation status for the degree (e.g. assessment of degree prospects by supervisor, any format) should be added to the application documents.

**7 Date of appointment:** As soon as possible after May 1, 2025. However, the start date of the appointment may be extended depending on the circumstances of the applicant who is finally selected.

**8 Period of employment:**

Three years, which may be reappointed annually thereafter for a maximum total of 5 years.

**9 Salary:**

Annual salary, to be determined in accordance with the University's regulations.

Working hours: 7 hours and 45 minutes per day, 5 days per week on a discretionary work system

Holidays: Saturdays, Sundays, national holidays, year-end and New Year holidays

Social insurance: National Public Service Mutual Aid Association, employees' pension, unemployment insurance, and workers' accident compensation insurance.

**10 How to apply and application documents (optional format, one copy of each)**

Please send the following application documents by e-mail.

(1) Curriculum vitae (with photograph, contact information, and e-mail address)

(2) List of research achievements (categorized into original papers with review, international conference papers with review, books, review articles, commentaries, all other research presentations, patents, awards, external funding, qualifications (professional engineer, etc.), etc.).

- (3) Pdf files of major papers (up to 5 papers, 1 copy each)
- (4) Outline of your research to date (about 1500 words)
- (5) Aspirations for research and education after appointment (about 1500 words)
- (6) A letter stating the names and contact information of two persons who can refer the application.
- (7) Self-Declaration on Specific Categories (Please print and use Appendix 1)
- (8) If you are a resident of the European Economic Area (EEA), please submit a scanned copy of the Consent Form for the Handling and Extraterritorial Transfer of Personal Data in accordance with the EU General Data Protection Regulation (Please print and use Appendix 2).

\*The information contained in the documents should be in Japanese or English.

\*The information contained in the submitted documents will not be used for any purpose other than selection and employment.

### **11 Selection process:**

Document review and interview (face-to-face or online). Please note that you may be asked to give a seminar (in Japanese or English) during the interview.

**12 Deadline for submission:** December 27, 2024 (must arrive by this date)

### **13 Contact for inquiries and submission of application documents:**

Professor ISHII Atsushi, Institute of Life and Environmental Sciences, University of Tsukuba

ishii.atsushi.fu[#]u.tsukuba.ac.jp (Please replace [#] with @)

When applying by e-mail, please use the title “Application for Assistant Professor of Life and Environmental Sciences”.

Please make sure that the size of the attached file does not exceed 15 Mb.

If you do not receive a reply from us, it is possible that we have not received your application, so please check for a reply from us after applying.

Remarks:

- 1) The personal information in the application documents will be used solely for selection. After the selection, all the personal information will be properly deleted.
- 2) University of Tsukuba conducts its personnel selection process in compliance with the Equal Employment Opportunity Act.
- 3) University of Tsukuba has established "University of Tsukuba Security Export Control

Regulations" based on "Foreign Exchange and Foreign Trade Act", and conduct strict examination when employing foreign nationals, persons from foreign universities, companies, government agencies, etc., or persons who fall under a specific category.

4) This is an open call for a University of Tsukuba ITF Assistant Professorship. For more information on the ITF assistant professor system, please check the document:

<https://www.tsukuba.ac.jp/about/jobs-information/pdf/itf-assistantprofessor.pdf>

dd/mm/yyyy  
/ /**Self-Declaration on Specific Categories**

To the President of the University of Tsukuba:

(Acceptance) Department in University of Tsukuba Institute of Life and Environmental Sciences

Name in block letters \_\_\_\_\_

Signature \_\_\_\_\_

I understand that when the University of Tsukuba transfers technologies to a resident who falls under category (1) or (2) described below, the University may be required to obtain a license from the Minister of Economy, Trade and Industry, and hereby take a pledge on whether I fall under category (1) or (2) for the sake of the University's compliance with laws and regulations as follows:

I

 fall under category (1) below.

Category (1) is the category of those who have entered into an employment contract or any other contract with a foreign government, corporation, etc. (including foreign universities and research institutes).

Specifically, this category includes

- 1) a person who belongs to the University of Tsukuba and is engaged in research, and also maintains employment in a foreign company \*1,
- 2) a person who has the status of student and is involved in the management of a foreign venture company\*1, and
- 3) a person who concurrently works at a foreign university, etc. (including the case where he/she works under the cross-appointment system).

\*1: Japanese subsidiaries of foreign companies are not included.

 fall under category (2) below.

Category (2) is the category of those who are provided with large\*2 economic benefits by a foreign government, etc.

Specifically, this category includes

- 1) a person who is provided with large\*2 funds for studying abroad by a foreign government, etc. and
- 2) a person who participates in a science and engineering personnel recruiting program sponsored by a foreign government, etc. and is provided with large\*2 funds for research and/or living expenses as an individual.

\*2: Refers to money and other benefits that account for 25% or more of the person's annual income.

 do not fall under either of these categories.

If I come to fall under category (1) or (2) in the future, I will notify the University to that effect by submitting the self-declaration on specific categories again.

Note 1: Check all that apply.

Note 2: When your status is changed regarding these categories, please notify the University to that effect by submitting the self-declaration on specific categories again.

Note 3: The contents of this self-declaration form may be shared with those concerned if necessary for export control in the University of Tsukuba.

**(Reference:** For details about the laws and regulations on which this form is based, refer to the back of the form.)

## Appendix 1

## &lt; Reference &gt;

<Laws and regulations on which this form is based> Excerpt from the notification for partially amending the "Notification for Transactions or Acts of Transferring Technology Requiring Permission pursuant to Article 25 (1) of the Foreign Exchange and Foreign Trade Act and Article 17 (2) of the Foreign Exchange Order" (Notification for Technology Transfer)

Exhibit 1-4 Sample Pledge

Written oath of compliance with Article 25, Paragraphs 1 and 2 of the Foreign Exchange and Foreign Trade Law regarding the applicability of specific categories

To: \_\_\_\_\_

\_\_\_\_\_ Year /Month/Day

Address: \_\_\_\_\_

Name: \_\_\_\_\_

I understand when [INSERT ENTITY NAME] transfers technology to a resident who falls under the clauses 1(3) ① or ② of the "Notification for Transactions or Acts of Transferring Technology Requiring Permission pursuant to Article 25 (1) of the Foreign Exchange and Foreign Trade Act and Article 17 (2) of the Foreign Exchange Order" (Document No. 492 of the Trade Bureau published on December 21, 1992; hereinafter referred to as the "Notification for Technology Transfer"), [INSERT ENTITY NAME] is likely to be required to obtain a license from the Minister of Economy, Trade, and Industry pursuant to Article 25 (1) and (2) of the Foreign Exchange and Foreign Trade Act, and, for the sake of compliance by [INSERT ENTITY NAME] with the clauses 1(3) ① or ② of the Notification for Technology Transfer, I hereby confirm that I:

I

- The following category (1) is applicable.
- The following category (2) is applicable.
- The following categories (1) and (2) are applicable.
- No pledge is required, as none of the following categories apply.

Category 1: Corporations and other organizations established under foreign laws and regulations (excluding branches, sub-branches, and other offices of foreign corporations located in Japan) (hereinafter referred to as "foreign corporations, etc.") (i): A corporation or other organization established in accordance with foreign laws and regulations (hereinafter referred to as "foreign corporation, etc."), or a foreign government, foreign government agency, foreign local government, foreign central bank, foreign political party or other political organization (hereinafter referred to as "foreign government, etc."):

- (a) Where the said person has concluded an employment contract, a power of attorney contract, a contract of engagement or any other contract with a Japanese corporation, and is subject to the direction and orders of the said Japanese corporation or owes a duty of care of a good manager to the said Japanese corporation based on the said contract, and the said Japanese corporation or the said person has concluded a contract with the said foreign corporation, etc. or the said foreign government, etc.
- (b) In the case where the Person has entered into an employment contract, a delegation contract, a service contract, or any other contract with a Japanese corporation and is subject to the direction and order of the Japanese corporation or owes the duty of care of a good manager to the Japanese corporation, according to the contract, the Person has entered into an employment contract, a delegation contract, a service contract or any other contract with a Group Foreign Corporation (a Foreign Corporation that directly or indirectly holds 50% or more of the voting rights of the Japanese corporation or a Foreign Corporation of which 50% or more of the voting rights are held by the Japanese corporation. The same shall apply hereinafter.) and is subject to the direction and order of the Group Foreign Corporation or owes the duty of care a good manager to the Group Foreign Corporation, according to the contract.

Category 2: A person who receives or promises to receive a large amount of money or other material benefits (meaning money or other benefits that account for 25% or more of the person's annual income when converted into money) from a foreign government, etc. (i.e., a person who receives or promises to receive a large amount of money or other significant benefits (meaning money or other benefits that account for 25% or more of the person's annual income in monetary terms) from a foreign government, etc.)

【部局事務取扱担当者記入欄】Official Use Only

担当部局 Department \_\_\_\_\_

担当者名 Name of person in charge \_\_\_\_\_

TEL \_\_\_\_\_

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  
ISHII Atsushi

E-mail [ishii.atsushi.fu@u.tsukuba.ac.jp](mailto:ishii.atsushi.fu@u.tsukuba.ac.jp)

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I consent to the above provisions of this consent form.

Date: \_\_\_\_\_, 20\_\_

Signature: