

Open Rank Faculty Position (Tenured / Tenure-Track)

Department of Industrial and Management Systems Engineering, School of Creative Science and Engineering, Waseda University
(Field of Ergonomics, Human Factors, and Safety Management)

Position Details

1. Number of Positions

One position

2. Position

Professor / Associate Professor / Assistant Professor / Professor (Tenure-Track) / Associate Professor (Tenure-Track) / Assistant Professor (Tenure-Track)

Note: The **position** will be determined by the University based on a comprehensive evaluation of the candidate's educational and research experience and other relevant qualifications.

3. Affiliation

Department of Industrial and Management Systems Engineering, School of Creative Science and Engineering, Faculty of Science and Engineering, Waseda University / Department of Industrial and Management Systems Engineering, Graduate School of Creative Science and Engineering, Faculty of Science and Engineering, Waseda University

4. Term of Appointment

- If appointed as Professor, Associate Professor, or Assistant Professor, the appointment will be without fixed term. However, persons who are 61 years of age or older at the time of appointment will be appointed as Professor (non-tenure-track), and their treatment and compensation will be governed by the University's "Regulations Concerning Salaries for Faculty Members with Fixed-Term Appointments and Visiting Teachers."
- Professor (non-tenure-track) : for 3 years
 - At the end of their term, Waseda University may reappoint to the extent that it does not last more than two years. However, the total number of continuing employment periods under the relevant qualifications of our university can not exceed ten years.
 - Whether or not reappointment will be judged comprehensively by taking into consideration the educational performance, research achievement and work situation etc.
 - If there had been employment contract with the university at any time since April 1, 2013, and if there is no period for which employment contracts have not been concluded for more than half a year until this adoption date in principle, there is an upper limit on the duration of the continuing employment contract period. Therefore, the period of employment and the possibility of reappointment itself may differ from the above description.

- If appointed as Professor (Tenure-Track), Associate Professor (Tenure-Track), or Assistant Professor (Tenure-Track), please refer to Section 9, “Tenure-Track System,” below.

Note: Regardless of rank, no contract may be renewed beyond the academic year in which the appointee reaches 70 years of age.

5. Qualifications and Requirements

- Applicants must hold a doctoral degree, or be expected to obtain a doctoral degree by April 1, 2027.
- Applicants must be willing to supervise undergraduate graduation theses as well as master’s theses and doctoral dissertations.
- Applicants must be able to cooperate with other faculty members and contribute to the administration and operation of the faculty, graduate school, department, and major.
- Applicants must be able to conduct research and teach in both Japanese and English.

6. Research and Teaching Fields

(a) Research Field

Ergonomics, human factors, safety management, etc.

(b) Courses to be Taught

Introduction to Ergonomics, Safety Ergonomics, Human Life Engineering, experimental and practical courses related to Industrial and Management Systems Engineering, etc.

(c) Desired Profile in Research and Education

- A person who can understand and develop the above research fields within the context of Industrial and Management Systems Engineering.
- A person who aims to integrate the above research fields with Industrial and Management Systems Engineering and related areas, and to pioneer new domains.
- A person who, in Industrial and Management Systems Engineering, is interested not only in theoretical studies but also in practical applications, and who has strong motivation and leadership in both education and research.
- A person who is interested not only in their own specialty but also in the full range of fields covered by Industrial and Management Systems Engineering, and who can contribute to the development of the department and major.

7. Job Description

The successful candidate will be engaged in the educational and internal university duties listed below.

- The appointee will primarily be responsible for duties in the Department of Industrial and Management Systems Engineering at the undergraduate level and in the Major in Industrial and Management Systems Engineering at the graduate level.
- For students in the Department of Industrial and Management Systems Engineering, the appointee will teach classes and provide seminar supervision. For graduate students in the Major in Industrial and Management Systems Engineering, the appointee will provide lectures, exercises, and research supervision.
- In the case of appointment as Assistant Professor or Assistant Professor (Tenure-Track), supervision of graduate students is not permitted.
- In cooperation with other faculty members, the appointee will be responsible for general duties necessary for the operation of the undergraduate and graduate programs, including service on various committees, admissions-related duties, and attendance at meetings.

- The appointee will also be responsible for other duties prescribed by the University and by the faculty/graduate school.
- During the tenure-track period, the appointee may be asked to participate in faculty development programs designated by the University.

8. Starting Date

April 1, 2027, or as soon as possible thereafter

9. Tenure-Track System

- If appointed as a tenure-track faculty member, a fair tenure review will be conducted before the end of the tenure-track appointment period, with a view to possible appointment as a full-time faculty member without fixed term.
- If appointed as Professor (Tenure-Track), the initial appointment will be for a three-year fixed term. If you are deemed qualified during the mid-term review, which is generally conducted in your second year of employment, and the final review, which is conducted in your third year, you will continue to be employed as a tenured full-time faculty member after the expiration of your term. If the candidate does not pass the final review and submits a request, reappointment may be granted once only, for a period not exceeding two years.
- If appointed as Associate Professor (Tenure-Track) or Assistant Professor (Tenure-Track), the initial appointment will be for a three-year fixed term. Based on the results of the midterm review conducted in the third year of the term, reappointment for two years may be granted. If the candidate is judged qualified in the final review conducted in the second year after reappointment, the candidate will be continuously appointed as a full-time faculty member without fixed term after the expiration of the term. If the candidate does not pass the final review, and only if the candidate submits a request, one additional reappointment may be granted, for a period not exceeding two years, after five years have passed since the initial appointment as a tenure-track faculty member.
- In the midterm review and the final review, candidates will be evaluated, in light of the relevant rank, on such matters as implementation of the research plan submitted at the time of appointment, research achievements including publications and acquisition of external funding, appropriateness of teaching and research supervision, qualifications and aptitude as a faculty member, and a clear sense of professional awareness as a faculty member. Details will be prescribed separately in the Standards for Full-Time Faculty Appointment and will be explained by the time of appointment.
- Whether reappointment is granted will be determined comprehensively in consideration of educational achievements, research achievements, work performance, and other relevant factors.
- Regardless of rank, if the applicant has had an employment contract with Waseda University on or after April 1, 2013, and there has been no period of six months or longer without an employment contract before the date of this appointment, there is in principle an upper limit on the total period of continuous employment. Therefore, the contract period and the availability or duration of reappointment may be more limited than stated above.

10. Application Materials

Please combine all of the following application documents, items (1) through (6), into a single ZIP file or similar format and submit them through the following JREC-IN Portal site:

<https://jrecin.jst.go.jp/seek/SeekJorDetail/Changelang?id=D126040243&lang=1>

- (1) Curriculum Vitae: Waseda University format
- (2) List of Educational and Research Achievements: Waseda University format

For (1) and (2), please use the designated University forms downloaded from the following URL:

<https://waseda.app.box.com/v/faculty-recruitment>

- (3) Summary of past research and future research plan and prospects: within 2 A4 pages
- (4) Educational achievements and statement of aspirations: within 1 A4 page
- (5) Contact information for two references: name, affiliation, e-mail address, telephone number, and relationship with the applicant

During the selection process, the University may request letters of recommendation from the references or contact them directly, without prior notice to the applicant.

- (6) Offprints/copies of up to five major publications

The format for documents (3) through (6) is optional.

If submission via the JREC-IN Portal is not possible, please send the application documents as e-mail attachments with the subject line “[Application Documents for Faculty Position, Department of Industrial and Management Systems Engineering]” to the following address:

keiei-jinji-at-it.mgmt.waseda.ac.jp

(Please replace “-at-” with “@”.)

If, due to file format or other reasons, the application documents cannot be submitted either through the JREC-IN Portal or by e-mail attachment, please consult the contact address below. Submission by postal mail may be considered in some cases.

keiei-jinji-at-it.mgmt.waseda.ac.jp

(Please replace “-at-” with “@”.)

11. Submission of Application Documents

As stated above, please submit through JREC-IN.

<https://jrecin.jst.go.jp/seek/SeekJorDetail/Changelang?id=D126040243&lang=1>

A confirmation e-mail will be sent upon receipt of the application documents. If you do not receive a confirmation e-mail within approximately one week, please contact us. Application documents will not be returned.

12. Application Deadline

June 30, 2026 (Tuesday), 23:59 (JST)

Applications submitted after the deadline will not be accepted for any reason.

13. Selection Method

In the first stage of selection, applicants will be narrowed down to a small number based on document screening. Those who pass the first stage will then be invited to the second stage of selection, consisting of an interview.

Interviews are scheduled to be held between July and September. However, if no suitable candidate is identified, the position may remain unfilled.

Please note that travel expenses and other costs related to the interview must be borne by the applicant.

14. Notification of Selection Results

Applicants will be notified by e-mail.

15. Compensation, Workplace, Working Hours, Holidays, etc.

(a) Working Hours

Working days, working hours (starting and ending times, break times), and related matters are governed by the University's regulations. A discretionary labor system for professional work will apply, with a deemed working day of eight hours. Owing to the nature of research work, the means of carrying out duties and the allocation of working time are left to the discretion of the appointee.

(b) Holidays and Leave

Holidays are Saturdays, Sundays, year-end and New Year holidays, national holidays, temporary holidays established by holding classes on certain national holidays, and the University's anniversary day. However, this excludes days designated in advance by the University as class days. Leave includes leave prescribed by the Labor Standards Act and other relevant laws and regulations, as well as leave specially designated by the University.

(c) Place of Work

In principle, the place of work will be Waseda University campuses, primarily the Nishi-Waseda Campus.

(d) Salary, Allowances, and Commuting Expenses

These will be in accordance with the University's regulations.

(e) Retirement Allowance

If appointed as Professor, Associate Professor, or Assistant Professor, retirement allowance will be provided in accordance with the University's regulations.

If appointed as Professor (Tenure-Track), Associate Professor (Tenure-Track), Assistant Professor (Tenure-Track) or Professor (non-tenure-track) no retirement allowance will be provided.

(f) Social Insurance

The appointee will be enrolled in Employees' Pension Insurance, Health Insurance, Workers' Accident Compensation Insurance, and Employment Insurance.

16. Additional Information

- Waseda University is committed to promoting diversity and inclusion. In personnel decisions concerning faculty hiring and promotion, the University has agreed not to engage in any discrimination on the basis of gender, disability, sexual orientation, gender identity, nationality, ethnicity, creed, or age, and applications from women are especially encouraged. For details on Waseda University's efforts in gender equality, support for women researchers, childcare support, and family-care support, please refer to the website of the Waseda University Office for Diversity and Inclusion:

<https://www.waseda.jp/inst/diversity/>

- Personal information included in the application documents will be appropriately managed in accordance with the University's regulations and will not be used for any purpose other than faculty recruitment and selection.
- Employment conditions shall be governed by Waseda University regulations.

17. Contact Information

3-4-1 Okubo, Shinjuku-ku, Tokyo 169-8555, Japan

Department of Industrial and Management Systems Engineering

School of Creative Science and Engineering, Waseda University

Chair, Faculty Personnel Committee: Tomomi Nonaka

keiei-jinji-at-it.mgmt.waseda.ac.jp

(Please replace "-at-" with "@".)