

# **Waseda University, Faculty of Science and Engineering, Graduate School of Information, Production and Systems Application Guidelines for Assistant Professor (non-tenure-track) of Integrated Systems**

**1. Number of faculty to be hired:** One

**2. Status:** Assistant Professor (non-tenure-track)

**3. Work Style:** Full-time

**4. Period:** April 1, 2026 to March 31, 2028 \*for two years

\*At the end of this two-years period, Assistant Professor(non-tenure-track) may be reappointed for one year. No individual can be employed as Assistant Professor(non-tenure-track) for longer than five years continuously at Waseda University.

\*Reappointment availability will be judged at the end of the two-years period based on factors of education accomplishments and research achievements, and working performance.

\*Regardless of job title, if an employment contract with Waseda University has existed at any time since April 1, 2013, and in principle there has not been a gap of more than six months, the period of employment and the possibility of reappointment itself may differ from the above description.

**5. Duty, Salary and Benefits:**

- **Duty hours** : Scheduled working days and working hours (when you start/finish, rest periods) are based on the university regulations. The discretionary labor system for professional work (working hours will be deemed as 8 hours per day) will be applied to research work. Working hours and the way to proceed with work are at the discretion of faculty.
- **Salary, Benefits and Commutation Expenses** : provided in accordance with university regulations. (In the 2025 fiscal year, the model annual salary is about 5.2 million yen at age 30 and 6.6 million yen at age 35)
- **Social Insurance** : the employee shall be enrolled in the Employee's Pension Insurance, Health Insurance, Workmen's Compensation Insurance, and Employment Insurance.
- **Holidays and Vacations:** Saturdays, Sundays, New Year Holidays, National Holidays, and University Anniversary (excluding days by the university on which classes are held) Vacations determined in acts such as Labor Standard Acts and Vacations determined by the university.

**6. Home Affiliation:** Waseda University, Faculty of Science and Engineering, Graduate School of Information, Production and Systems

**7. Place of Work:** In principle at Kitakyushu-Waseda Campus

**8. Fields of Specialization:**

Wide range of basic technologies and application systems related to “integrated systems” for an advanced IT society. The scope of education/research fields include, but are not limited to, basic technologies of integrated systems (e.g. integrated circuit design, semiconductor devices, signal processing, machine learning, design automation,

optoelectronics, MEMS, new-principle computers) and integrated system applications (e.g. media, communications, wireless, power electronics, security, mobility, IoT, healthcare, sensing).

**9. Work Responsibility:**

(1) • Three lectures a week related to the above specialized fields

• Assistance in research guidance for master's thesis and doctoral dissertation

\*They are necessary to have the ability to teach in English and Japanese.

(2) Research in specialized fields

(3) Business related to the operation of Graduate School of Information, Production and Systems (IPS)

\*Other duties at the discretion of the Dean of IPS

**10. Qualifications:** Ph.D. (excluding professional courses) \*Including prospective degree holders before the date of Employment

**11. Date of Employment:** April 1, 2026

**12. Documents to be submitted:**

**(1) Curriculum Vitae \*data (Excel)**

Download the form from the website and complete it.

**(2) Education and Research Achievements \*data (Microsoft Word)**

Download the form from the website and complete it.

**(3) A copy each 5 significant publications (copy available)**

If they have not been issued, you must submit documents certifying the acceptance for publication.

**(4) Aspiration (approximately two pages, A4 size, and free format)**

Explain courses you might teach at the Graduate School of Information, Production and Systems, and your broader future contribution to the Schools.

**(5) 3 Referees (free format)**

Please provide the name, affiliation, title and contact details (telephone number, and email address) of three potential referees. They might be contacted during the selection process.

**(6) Recommendation letter from one of the referees mentioned in (5) (free format)**

**(7) Confirmation Letter regarding the Applicability of the Specific Categories for Compliance with Article 25 (1) and (2) of the Foreign Exchange and Foreign Trade Act \* Prescribed format (Microsoft Word)**

We have been notified by the Ministry of Economy, Trade and Industry that beginning May 1, 2022, in accordance with the November 2021 revisions to the “Regulations of Deemed Export Controls” management system of the Foreign Exchange and Foreign Trade Act (FEFTA), those applying to Waseda University must submit a “Confirmation Letter regarding the Applicability of the Specific Categories for Compliance with FEFTA” (prepared assuming Waseda affiliation). Download the form from “**16. Website**”, and complete it. Effective May 1, 2022, the technology transfer to person falling under the “Specific Categories” should be controlled as the deemed export and it continues to be

controlled by the FEFTA even after the employment.

**13. Application Deadline:**

September 11 (Thursday), 2025 3 p.m. \*Japan time

**14. Application Method:**

Please submit all documents of "**12. Documents to be submitted**" from the WEB application form (URL below).

URL: <https://my.waseda.jp/application/noauth/application-detail-noauth?param=IHwG8CMDE0JrHc7b9nmYsg>

**15. Enquiries:**

Graduate School of Information, Production and Systems, Waseda University

Professor Tamio IKEHASHI

TEL: +81-93-692-5302      E-mail: t.ikehashi@waseda.jp

**16. Website:**

<https://www.waseda.jp/fsci/gips/> (Japanese)

[https://www.waseda.jp/fsci/gips/about/feature/#anc\\_16](https://www.waseda.jp/fsci/gips/about/feature/#anc_16) (Japanese)

<https://www.waseda.jp/fsci/gips/en/> (English)

[https://www.waseda.jp/fsci/gips/en/about/feature/#anc\\_16](https://www.waseda.jp/fsci/gips/en/about/feature/#anc_16) (English)

**17. Others:**

- Preliminary screening will be done based on application documents.
- Interview for candidates advancing to the second stage is scheduled to be carried out in Mid-October or Late October, 2025 at Waseda University (Kitakyushu-campus). Interview transportation costs are to be borne by the applicant.
- Results of the preliminary screening will be informed in Late September, 2025 and the final selection will be informed in Late November, 2025.
- If there are no suitable candidates, a final candidate may not be selected.
- Waseda University will not respond to any enquiry concerning the results of the preliminary screening and the final selection.
- Waseda University is committed to enhancing diversity and inclusion. In all matters related to faculty recruitment and promotion, the University prohibits any form of discrimination on the basis of sex, disability, sexual orientation and gender identity, nationality, ethnicity, creed, and age. The Faculty of Science and Engineering at Waseda University provides research grants to newly appointed female faculty members as a career support program to improve their research environment and to promote their research.
- No smoking is allowed in all Waseda campuses except in the designated areas.