

JOB VACANCY ANNOUNCEMENT

- Associate Senior Research Engineer, National Astronomical Observatory of Japan (NAOJ) –

1. Job Title: Associate Senior Research Engineer, one position

2. Division and Location: Astronomy Data Center (ADC), NAOJ, Mitaka, Tokyo, Japan

3. Job Description:

Astronomy Data Center (ADC) oversees the astronomical data operation in NAOJ and provides data services and educational opportunities to the astronomy community. As to data archiving services, ADC not only archives astronomical observation data permanently, but also adds quality information and visualizing data to them for ease of use by calibrating and analyzing the data, and release them to public.

We invite applications for Associate Senior Research Engineer position at ADC. A successful candidate for this position is expected to lead the operation of ALMA Science Archive, and to be engaged in the coordination and renewal work of the Multi-Wavelength Data Archiving System which is planned to be replaced at the end of February 2023 as an engineering coordinator. Taking advantage of these experiences, he or she is expected to conduct a concept study of a science archiving system in other projects in NAOJ or NAOJ-wide science archiving system in the future. Fostering younger engineers is also expected.

To fulfill the tasks above, applicants are required to have the following experience and abilities:

- (1) technical capabilities to conduct concept studies, and concept and preliminary designs of astronomical data archiving system;
- (2) experience in system development and operation of a data archiving system;
- (3) a deep knowledge of database necessary for astronomical data archiving systems;
- (4) knowledge of trends in IT technology as a whole, and flexibility to actively study and utilize new technologies;
- (5) reading, writing, and communication skills both in English and Japanese; and
- (6) experience of fostering young engineers in your own technical field.

4. 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 of contract is up to the end of the Japanese academic year in which the faculty reaches NAOJ's mandatory retirement age of 65. The probation period of six months is included.

5. Required qualification: Master's degree or equivalent in IT system or related field. Knowledge of astronomy is not required.

6. Required Application Materials: (* To be prepared in English or Japanese. Any other language will not be accepted.)

- (1) A cover letter and a curriculum vitae. (Regarding educational background, please describe after graduating from high school. In addition to individual achievements or developments, please specify your role in the case of the group work.) If you are not an English native speaker and have qualifications related to English such as TOEIC and TOEFL, and/or if you are not a Japanese native speaker and have any qualifications of Japanese language, please show the results.
- (2) A summary of the experiences related to the job described in "3.Job Description" above, fitness to the required ability, motivation for application, and aspirations when hired (A4 or Letter size, about 5 pages with the font size of 12pt).
- (3) Publication list (Separate refereed and non-refereed papers. List patents too. In the case of co-authorship, clearly state your role and contribution.)
- (4) A copy of your major papers or documents that show your past technical achievements (up to 3).
- (5) A copy of the documents of national certifications or equivalent qualifications related to your job description if you have.

- (6) Names and contact information (e-mail and phone) of two people who can express your past experiences, achievements, and abilities.
- (7) Your address (e-mail and phone) for prompt contact.
- (8) One or more recommendation letters. Note that your current supervisor or line manager cannot be your reference. Please ask your references to upload the letters directly using the URL indicated in 7.(2) by the application deadline. Applicants are responsible for ensuring that the letters are submitted before the application deadline.

7. Submission and inquiry:

- (1) Application Deadline: 2021-8-31 at noon (Japan Standard Time)
- (2) Submission: Applicants are required to apply via the NAOJ Nextcloud on the web. Please access the application form at the following URL:
<https://forms.office.com/r/1UxK0wGXTW>

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 (7) stated in 6. 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.

(3) Inquiry contact:

E-mail: apply-adc-assocsresearcheng_20210831_AT_ao.ac.jp (replace _AT_ with @)

8. 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 amount of an annual salary shall be determined based on the school career and job experiences in accordance with the NINS regulations (NINS, or the National Institutes of Natural Sciences, is an executive institute that manages NAOJ). The payment will be made monthly in 12 equivalents.

Allowances: Dependent allowance, residential allowance, commutation allowance, and the other allowances will be paid when the requirements based on the NINS regulations are all filled. The equivalent of the term-end allowance and the diligence allowance shall be included in the annual salary.

Salary Increase: Once a year in accordance with the performance evaluation

Retirement Allowance: Shall be paid

9. Remarks:

(1) Candidates selected in the final short list may be interviewed by the selection committee either via internet or face-to-face. The expense for the interview will not be covered by NAOJ.

(2) NINS Employee Regulations shall be applied to this position.

(3) Smoking is prohibited on the premises excluding designated outdoor smoking areas.

(4) 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>

(5) 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.

10. Name of recruiter

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