

JOB VACANCY ANNOUNCEMENT

- Project Research Fellow (Project Research Staff on Annual Salary System) at ALMA Project, National Astronomical Observatory of Japan (NAOJ) -

1. Job Title: Project Research Staff (Postdoctoral Fellow), one position

2. Division: ALMA Project

3. Work Location: National Astronomical Observatory of Japan (NAOJ), Mitaka, Tokyo

4. Area of Expertise: Radio astronomy

5. Job Description:

ALMA is a partnership of East Asia, Europe, and North America in cooperation with the Republic of Chile. The NAOJ ALMA Project invites applications for one Postdoctoral Research Fellow position to carry out cutting-edge science using ALMA and to support the operation of ALMA. The duty station is NAOJ in Mitaka, Tokyo, Japan, with possible business trips to Chile, Europe, North America, Taiwan, and/or Korea. We welcome candidates who are eager to collaborate with researchers at NAOJ as well as the broader East Asia community members. The successful candidate is expected to be engaged in the ALMA science operations (e.g. data reduction, software development, user support on generating observing procedures and help desk), or development (hardware or software). In addition, the candidate will be involved in promoting scientific activities such as organization and support of science workshops.

6. Terms of Appointment:

The successful candidate is expected to start the job as early as reasonably possible after April 1, 2022. The term of employment will be up to three years.

- (1) If the successful candidate had been employed as a National Institutes of Natural Sciences (NINS) employee after April 1, 2013, the term will be set so that the total accumulated period of employment does not exceed ten years.
- (2) If the successful candidate had been employed as an NAOJ Project Research Fellow, the term will be set so that the total accumulated period of employment does not exceed five years.
- (3) Any researcher who has been employed as an NAOJ Project Research Staff (not a Project Research Fellow) is not eligible to apply for this position.
- (4) Renewal is possible only once. The period of employment after renewal shall not exceed two years, and (2) above regarding the total period of employment shall apply as well.
- (5) There is a 6-month probation period.
- (6) Annual performance review will be conducted.

7. 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), Paid days off (annual leave, summer holidays, etc.)

(3) Social Insurances:

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

(4) Remuneration:

The project research staff will be employed under an annual salary system, and will receive a salary of 350,000 JPY per month. Commuting expenses (up to 55,000 JPY per month) will be provided. Retirement allowances are not provided.

(5) Others:

- Day-care center for children (from 57 days old). *Availability depends on the situation. Childcare staff does not provide English support.
- Smoking is prohibited on the premises excluding designated outdoor smoking areas.
- Travel and relocation costs to NAOJ will be covered, subject to the travel regulations of NINS (details must be arranged with the administration office).

8. Minimum Academic Requirements: PhD or equivalent in astronomy or related fields

9. Selection Process:

A candidate will be selected through screening of application documents and interview (face-to-face or online).

10. Required Application Materials: (*To be prepared in English)

- (1) Curriculum vitae,
- (2) Summary of past research activities,
- (3) List of publications (Separate refereed and non-refereed papers and provide individual citation counts from ADS),
- (4) Outline of research plans,
- (5) Major papers (up to three),
- (6) Two reference letters: Please ask your reference to upload the letter directly using the URL indicated in 12. before the application deadline. Applicants are responsible for ensuring that the letter is submitted before the application deadline.

11. Closing Date for Application: December 27 (Mon), 2021 12:00(noon) (Japan Standard Time)

12. Submission:

Applicants are required to apply via the NAOJ Nextcloud on the web.

(1) Please access the following URL for registration:

<https://forms.office.com/r/3jJT84Vesw>

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

(3) Please ask your reference to upload the letter via the URL (2)(b).

(4) Please upload the application documents (from 10. (1) through 10. (5) above) via the URL (2)(a). These files must be in PDF format (max 50MB each, 100MB in total, at most 10 files).

13. Contacts:

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

Daisuke Iono, ALMA Project, NAOJ

E-mail: d.iono_AT_nao.ac.jp (replace _AT_ with @)

If you have any question related to the other items, please contact;

E-mail: apply-ALMA-prf20211227_AT_nao.ac.jp (replace _AT_ with @)

14. Remarks

- 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.
- The expense for the interview will not be covered by NAOJ.
- This position is *Project Research Fellow (External funding including Subaru, ALMA, and TMT)* listed on the following URL.
<https://www.nao.ac.jp/en/about-naoj/employment/fellowship-program.html>
- The fellow will receive annual research funds of 500,000 JPY.
- Project research staffs are eligible to apply for the Grants-in-Aid for Scientific Research (KAKENHI).
- 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, childcare, and/or family care, please indicate it in your curriculum vitae. We will consider it when assessing your performance. For details, see <https://www2.nao.ac.jp/~open-info/gender-equality/en/>.

15. Name of recruiter

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