

JOB VACANCY ANNOUNCEMENT

Senior Specialist, ALMA Project, National Astronomical Observatory of Japan (NAOJ)

The Atacama Large Millimeter/submillimeter Array (ALMA) is currently the most advanced on-ground radio telescope at millimeter and submillimeter wavelengths. It is located in Chile and operated by a global partnership of East Asia, North America and Europe, in cooperation with the Republic of Chile. To keep its high scientific productivity, ALMA will undergo major upgrade, i.e., ALMA Wideband Sensitivity Upgrade (WSU).

We are seeking a Senior Specialist to be based at the Mitaka Headquarters of NAOJ to engage in development and testing for the performance upgrade of ALMA.

【Vacant Post】 One Senior Specialist (employee on annual salary system)

【Division】 ALMA Project

【Duty Station】 2-21-1 Osawa, Mitaka, Tokyo, Japan
(Scope of possible changes) No changes

【Responsibilities】

The selected candidate will be responsible for tasks selected from the following, based on their expertise and experience:

- Development and testing for the ALMA data transmission system
- Development and testing for enhancing antenna functionality
- Supporting other development activities related to the ALMA WSU

(Scope of possible changes) Responsibilities determined by NINS/NAOJ

【Term of Employment】

Employment will start from the date as soon as reasonably possible after the job offer has been accepted. The term is for 3 years (※1), including the probation period of 6 months.

※1: In the final fiscal year of the employment, NAOJ will conduct a review on the amount of assigned work, the status of ongoing work, work skills, work performance, work attitudes, and the financial situation of the National Institutes of Natural Sciences (NINS) at the expiration of the term of employment. Based on the review results, the term of employment may be extended.

(※2)

※2: For a person who has been employed by NINS within 6 months retroactively from the starting date, the term will be set so that the total employment period will be less than 10 years.

【Qualification Requirements】

The candidate must meet the following requirements necessary for the tasks in this position:

1. Master's degree or higher in science or engineering field
2. Proficiency in reading, writing, and communicating in English (A TOEIC score of 700 or above is a guideline for English proficiency)
3. Experience in hardware or software development in a team

The following knowledge and experience are not mandatory but are preferred:

4. Knowledge and experience in optical transmission technology, including development and

- maintenance
- 5. Experience in developing monitoring and control software for optical communication equipment
- 6. Experience in designing or developing (including maintenance) control systems for mechanical devices
- 7. Experience in the development or performance evaluation of radio telescopes, or in observations and data analysis using radio telescopes

【Working Hours】

- 5 days a week (Monday through Friday) with Saturday and Sunday off, national holidays, year-end and new year holidays (from December 29 through January 3 of the next year).
 - From 8:30 am (start of working hours) to 5:15 p.m. (closing of working hours) including 60-min lunch break each day. The total working hours will be 38.75 hours a week.
- ※ Order of overtime work may be expected in a special occasion when required in the assigned work.

【Compensation】

- Salary will be paid based on annual salary system, equivalent to an assistant professor at national universities or equivalent to a Research Engineer at NAOJ in job classification.
 - One-twelfth of the annual salary will be paid every month. The amount of annual salary is determined according to responsibilities of work, actual performance, and experience etc.
 - Salary will be reviewed every fiscal year according to the results of performance reviews. Commuting allowance (subject to a maximum limit) *Allowances are provided pursuant to the NINS internal rules and regulations.
- Health insurance, pension insurance, unemployment insurance, and industrial accident insurance will be provided.
- Paid days off (annual leave, refreshment leave, and bereavement leave, etc.)
- Day-care center for children (from 57 days after birth). *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).

【Selection Process】

A candidate will be selected through screening of application documents and interview.

【Application Documents】

- (1) A curriculum vitae
- (2) Statement of motivation and aspirations for the position (approximately two A4 pages). Please indicate to what extent the applicant meets the items listed in 【Qualification Requirements】.
- (3) Contact Information that allows prompt communication (email address and phone number)

【Application Deadline】

Applications will be accepted and reviewed on a rolling basis until the position is filled.

【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/S46ZXpzyZ4>

- (2) After you submit the registration form, you will receive an email showing the URL for uploading your application documents.
- (3) Please upload the application documents via the URL. These files must be in PDF format (max 50MB each, 100MB in total, at most 10 files).

Notes:

- After submitting the registration form, you will receive a notification email containing the URL for uploading your application documents within three business days, excluding weekends and public holidays.
- Please ensure that the notification email does not get filtered into your spam or junk mail folder.
- Application documents must be in PDF format (maximum of 50MB each, 100MB in total, at most 10 files).
- After submitting your application documents, you will receive a confirmation email within seven business days, excluding weekends and public holidays.
- If you do not receive any response from NAOJ, please contact the email address below.

【Contacts】

(Inquiry about application)

NAOJ Personnel Unit, General Affairs Group, Administration Department

E-mail: jobregister-contact-10_AT_ao.ac.jp (replace _AT_ with @)

(Inquiry about job details)

NAOJ ALMA Project, Shun Ishii

E-mail: shun.ishii_AT_ao.ac.jp (replace _AT_ with @)

Subject of e-mail: “Question on Senior Specialist (ALMA development) at ALMA Project”

【Name of recruiter】

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

【Others】

- 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. This position is not applicable to the debt-forgiveness program of the Japan Scholarship Foundation.
- Abiding by the Equal Employment Opportunity Act for Men and Women, NAOJ is committed to the realization of a society with gender equality. If candidates are deemed equal in their performance evaluation, NAOJ will take positive action to employ women. For details, see <https://www2.nao.ac.jp/~open-info/gender-equality/en/>
- 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.