

## **Job Announcement for a Full-Time Position**

National Institute of Technology, Toyama College invites applications for one full-time Specialist in English Language Education Instructor with the following requirements and conditions:

**1. Position available:** Assistant Professor or Lecturer (1 position, tenured)

**2. Department:** Liberal Arts and Sciences

**3. Educational Field:** English-language education, Communicative English, English for Specific Purposes (e.g., Business English, Engineering English, and or Maritime English)

**4. Qualifications**

- (1) The applicant is required to have the minimum of a Bachelor's degree, or higher, in a related field. Master's degree is preferred.
- (2) The applicant is required to have enthusiasm for education and research within a National Institute of Technology (Kosen). In particular, they should have an understanding of life guidance and youth education.
- (3) The applicant is required to teach English in English.
- (4) The applicant is required to have a minimum of N3 in the Japanese Language Proficiency Test (JLPT) N3 or the equivalent ability for daily duties in the college.

**5. Starting date:** April 1, 2020

**6. Application materials:**

- (1) Curriculum vitae (Form-1) including academic background.
- (2) A list of educational and academic achievements (Form-2).
- (3) A list of publications (Form-3)
- (4) A letter of self-recommendation stressing in your character, personality, beliefs, significant achievement, etc. (Form-4)
- (5) An essay detailing the candidate's aspirations for teaching English, life guidance, and desired areas of research activities at National Institute of Technology, Toyama College (about 2000 letters in Japanese).
- (6) The applicant is required to submit a copy of the following certificates of language abilities or teaching skills in their possession.  
Non-native English speaker: score card of English ability test, certificates of Language teaching (TOEIC, Eiken, Delta, CELTA, TESOL etc.)  
Native English speaker: certificates of Language teaching (Delta, CELTA, TESOL etc.), certificate of JLPT.

**7. Deadline for receiving applications:** must reach us no later than 5:00 pm. Tuesday, 17 September,

2019

## **8. Selection process:**

First-round - Document-based screening

Second-round - An interview \*The schedule will be provided to the successful candidates of the first round. Transportation and accommodation expenses pertaining to the second examination are personal expenses.

## **9. Address applications to:**

General Affairs Division, Hongo Campus

National Institute of Technology, Toyama College

13 Hongo-machi, Toyoma city, Toyama, 939-8630, JAPAN

(Tel: 076-493-5491)

\* Write "Application materials for English Language Education Instructor" in red on the outside of the envelope.

\*Application documents will not be returned.

\*Application documents will only be used as part of the hiring process and privacy will be maintained according to the Japanese Act on the Protection of Personal Information.

\*Format of Application documents can be downloaded here

<https://www.nc-toyama.ac.jp/recruit/faculty/>

## **10. Contact**

Tetsuya Takakuma

National Institute of Technology, Toyama College

E-mail : [jinji@nc-toyama.ac.jp](mailto:jinji@nc-toyama.ac.jp)

## **11. Others**

Female, non-Japanese or persons with disabilities are welcome to apply. This school respects gender equality and people from diverse back grounds.