

1st October 2018

**Part-time English teaching positions available at
The University of Electro-Communications**

JOB DESCRIPTION:

The English department of the University of Electro-Communications, a national science university in Chofu, Tokyo, is seeking candidates for a part-time teaching position from April 1, 2019. The positions are renewable on a yearly basis by mutual agreement.

JOB DETAIL:

Teach a Graduate School Technical English course (on Thursday afternoons) in the spring semester. In addition, part-time teachers are expected to have knowledge in ESP and work cooperatively in a coordinated Graduate School Technical English program.

QUALIFICATIONS:

- (1) A completion of a master's or doctorate degree in TESOL; or a completion of a master's or doctorate degree in Science combined with English teaching experience at university to science majors.
- (2) Teaching experience at university or college (to science majors preferred) for at least one year.
- (3) Publication of at least two refereed academic papers.
- (4) Advanced proficiency in English and ability to teach through English.
- (5) Working proficiency in Japanese required to deal with administrative requirements of the university.

SALARY AND BENEFITS:

In accordance with the part-time teaching rate of the university.

APPLICATION MATERIALS:

- (1) Resume in English, detailing: Personal background information, qualifications, relevant work experience (include university name, department and course titles), list of publications (indicate whether they are refereed or not) and other academic research activities.
- (2) Electronic copies of two refereed publications.
- (3) Names and contact details of three referees.

SELECTION PROCESS:

Decisions will be made on a rolling basis, and only short-listed candidates will be contacted for an interview as applications are received.

CONTACT:

Send application materials by email to Suwako Uehara at gradschooleng@bunka.uec.ac.jp. In the subject heading, type "Application" followed by the applicant's name.

Deadline: Saturday, 3rd November 2018

Website: http://www.uec.ac.jp/eng/news/job_opening/