

Kohei Shiota (President)
Shiga University of Medical Science
Seta Tsukinowa-cho, Otsu, Shiga,
520-2192, JAPAN

September 12, 2019

To Whom It May Concern,

Call for Applications for a Professorship in Division of English, Department of Culture and Medicine.

Shiga University of Medical Science is seeking a professor in Division of English, Department of Culture and Medicine. We welcome applications and recommendations for candidates.

1. Department: Division of English, Department of Culture and Medicine.

2. Job description: Professor

Applicants are expected to have deep interests in medical English education; play a major role in the management and development of English education, and entrance examination both in School of Medicine and School of Nursing; participate in the management of international exchange activities of the University.

3. Number of positions: one

4. Deadline for applications: October 31, 2019 (deadline of receipt)

5. Starting date: April 1, 2020

Note: Employment in the university is contract-based, and Professor's term of contract is for 10 years: possible to extend.

6. Application documents needed:

(1) Curriculum Vitae (following the Form I; starting from graduated High school)

(2) Two copies of list of academic papers (Form II)

*Please indicate whether each article is peer reviewed, or not.

*Label each of your articles with a circled number if item (4) below applies.

(3) A letter of recommendation (Form III)

*Instead, a letter of self-recommendation may be submitted.

(4) Two copies of each of up to 10 published articles, and one copy of each of up to three books.

(5) Explanations or short abstracts of each paper shown in (4), written in Japanese within 200 characters (A4 paper).

(6) An essay on your experience as an English teacher about English education (including medical English education), English entrance examination and your objectives, written in Japanese within 2000 characters (A4 paper).

(7) An essay on your experience about research and administration (including international exchange activities), and your objectives, written in Japanese within 2000 characters (A4 paper).

(8) Your ideas and ideals for the management of division of English, especially in medical college, written in Japanese within 2000 characters (A4 paper).

* If you have electronic data for the off-prints mentioned in (4) above, put numbers like "Article 1", "Article 2," and submit them.

(9) Please submit electronic media for (1), (2), (5), (6), (7), and (8) above on CD or DVD; also mention the software you used.

7. Submission

Address to: Kohei Shiota (President)
Shiga University of Medical Science
Seta Tsukinowa-cho, , Otsu, Shiga,
520-2192, Japan

On the envelope write “Application for Professorship in Division of English, Department of Culture and Medicine.” in red ink, and send it by registered mail, if you post it.

8. Enquiries:

If you would like more information about the duties and benefits, please make enquiries at the Personnel Office [Jinji-kakari] (E-mail:hqjinji@belle.shiga-med.ac.jp).

9. Notes

You may be asked to visit the university in the process of this selection.

You may download the Recruitment notice and Application forms from our homepage:
<https://www.shiga-med.ac.jp/>

Curriculum Vitae			
Name	_____ Family Given name(s)		Sex: <input type="checkbox"/> male <input type="checkbox"/> female
			Nationality
Date of birth (age)	_____ day / month / year ()	Present address	
e-mail	_____		
Education (High school onward)			
Date	Name of University / Institution		
Academic Degree(s)	Type (PhD, etc) :	Field :	
	Institute :	Date Obtained :	_____ day / month / year
Japanese Medical license	Registration number :	Date Obtained :	_____ day / month / year
Employment History			
Date	Job titles, employers, and duties		
Memberships of Academic societies, Social or Volunteer activities			
Date	Societies, description		
Honors and Demerits			
Date	Descriptions		
Continuing Educations (focused on Faculty Development)			
Date	Listed Item(s)		
I hereby affirm that the above information is corrected. Date: _____ day / month / year Signature: _____			

List of Academic Records

type	1)Books (Author, title, name of contributed chapter(s), page(s), publisher, year) 2)Articles (Author, title of article, journal, volume, page(s), year) 3)Presentations (Author, title of presentation, conference title, year) 4)Grants-in-Aid (for the past 10 years, organization(s), amounts) 5)Patents

Letter of Recommendation

Present job title, name of organization, of the applicant	Name of the applicant
Reasons for recommendation	
Date of recommendation, job title, name and signature of the person giving recommendation	