

**Faculty of Science and Engineering, Waseda University**  
**Major in Mathematical Sciences**

## Faculty Recruitment Information

Posted date	8/1/2025
Number of Positions	One person
Status	Full-time (non-tenure-track)
Position	Professor (non-tenure-track), Associate Professor (non-tenure-track) or Assistant Professor (non-tenure-track) ※Waseda University will decide an employment position based on your educational / research experience and age, and will inform you before the final interview.
Education /Research Area	Mathematics and Applied Mathematics
Affiliated Faculty	The main faculty and graduate school where you will be working is the Faculty of Science and Engineering. Your affiliation (main affiliation) will be the International Center for Science and Engineering Programs (Major in Mathematical Sciences (MS major)) as handled by our university.
Starting Date	10/1/2026, or as soon as possible thereafter
Duration of Employment	<p>(1) Professor (non-tenure-track) or Associate Professor (non-tenure-track)</p> <ul style="list-style-type: none"><li>•3 years from the date of appointment</li><li>※ At the end of the term, Waseda University may reappoint you for a further two years, taking into consideration your educational performance, research achievement and work situation. However, your total period of continuous employment in this capacity at the University cannot exceed five years.</li></ul> <p>(2) Assistant Professor (non-tenure-track)</p> <ul style="list-style-type: none"><li>•2 years from the date of appointment</li><li>※ At the end of the term, Waseda University may approve annual renewal (reappointment), taking into consideration your educational performance and work situation. However, your total period of continuous employment in this capacity at the University cannot exceed five years.</li></ul> <p>In addition to the above, the following applies regardless of qualifications:</p>

	<ul style="list-style-type: none"> <li>•It is not possible to continue being employed after reaching 70 years of age.</li> <li>•If there has been an employment contract with the university at any time since April 1, 2013, and if the employment contract has not been concluded for more than half a year before this adoption date, then there is an upper limit on the duration of the continuing employment contract period. Therefore, the period of employment and the possibility of reappointment itself may differ from the above description.</li> <li>•Whether or not you will be reappointed will be determined comprehensively by taking into consideration the educational performance, research achievement and work situation etc.</li> </ul>
Duties	<p>The position is for an instructor in the English degree program, with the following duties:</p> <ul style="list-style-type: none"> <li>(1) Take charge of basic mathematics subjects in the English degree program for the Faculty of Science and Engineering</li> <li>(2) Take charge of specialized mathematics subjects for MS majors</li> <li>(3) Various duties within and outside the MS major (entrance exams, PR, various meetings and other university related work)</li> <li>(4) Research guidance for MS major students</li> </ul>
Job Location	Mainly at Nishi-Waseda campus and other campuses at Waseda University
Working Hours	Prescribed working days and hours (time at which work begins / ends, rest periods) are in accordance with the Waseda University regulations. In addition, a discretionary work system for professional work applies and working hours will be deemed as 8 hours per day.
Holidays	Saturday, Sunday, year-end and new year holidays, national holidays except the days the university has decided to hold classes, and the anniversary of the establishment of the university.
Leave of Absence	Vacations are determined based on the labor standards act and the Waseda University regulations.
Salary	Determined based on the university regulations.
Additional Payment • Transportation Fee	Determined based on the university regulations.
Retirement Benefits	No payment will be made.
Social insurance • Labor insurance	You will be required to enroll in the employer's pension, health insurance, industrial accident compensation insurance, and employment insurance.

Required Qualifications	<p>It is expected that the successful candidate will satisfy the following qualifications.</p> <ul style="list-style-type: none"> <li>① Hold a doctoral degree at the time of application.</li> <li>② Specialize in mathematical sciences in the broad sense of the word.</li> <li>③ Be able to contribute to the development of mathematics at Waseda University, working in cooperation with faculty members of the Japanese degree programs in the Department of Mathematics and Department of Applied Mathematics.</li> <li>④ Be able to use the Institute for Mathematical Sciences, a Science and Engineering Priority Research Area, as a stepping stone to develop their own mathematical research, centered on their field of expertise, and to work toward obtaining external funding.</li> </ul>
Application Procedure	Please send all documents to the address indicated below by the deadline.
Application Materials	<ul style="list-style-type: none"> <li>① Cover letter</li> <li>② Curriculum vitae</li> <li>③ Education and Research achievements</li> </ul> <p>The above ② and ③ should be completed using the form provided by the University, which can be downloaded from the following URL: <a href="https://waseda.box.com/v/faculty-recruitment">https://waseda.box.com/v/faculty-recruitment</a></p> <ul style="list-style-type: none"> <li>④ Summary of your research to date and future research plans (approximately 2-3 pages of A4 paper)</li> <li>⑤ Aspirations for education in the MS major (approximately one A4 page). Please also include any lectures you would like to give in relation to your field of expertise.</li> <li>⑥ Contact information for two people who know you well (name, affiliation, e-mail addresses or phone number)</li> <li>⑦ Major papers (up to three in which the applicant played a major role)</li> </ul>
Submission Address	<p>Please combine the documents to be submitted ① through ⑥ into a single PDF file and name the file name your-name.pdf.</p> <p>⑦ should be a separate PDF file for each paper. Please submit all of these documents via "Web Application" on the JREC-IN Portal site <a href="https://jrecin.jst.go.jp/">https://jrecin.jst.go.jp/</a>.</p> <p>*Applications by mail will not be accepted.</p>
Deadline for Application	<p>Applications must arrive no later than 23:59 on October 10<sup>th</sup> (Fri) , 2025 (JST).</p> <p>※Submissions after the deadline will not be accepted, regardless of the</p>

	reason.
Selection Procedure	<p>Document screening and interviews (interviews scheduled for November-December)</p> <ul style="list-style-type: none"> <li>※ The dates and time for interview will only be notified to candidates.</li> <li>※ Applicants will be responsible for transportation and accommodation costs for interviews, etc.</li> <li>※ Inquiries regarding the selection process or results will not be answered.</li> </ul>
Other	<ul style="list-style-type: none"> <li>• Personal information on application documents will be managed appropriately in accordance with the university's regulations and will not be used for any other purpose than the selection process for faculty employment.</li> <li>• Waseda University is committed to enhancing the diversity of its faculty in order to promote globalization and gender equality on campus. In all matters related to faculty recruitment and promotion, the University prohibits any form of discrimination on the basis of sex, disability, sexual orientation and gender identity, nationality, ethnicity, creed, and age.</li> </ul>
Contact Information	<p>Mark Bowen, Chair of MS Major, School of Fundamental Science and Engineering.</p> <p>E-mail : bowen-at-waseda.jp ※(replace -at- with @)</p>