

## **Tenured (Full-time) Position Opening at Hosei University**

- 1. Faculty:** The Faculty of Business Administration
- 2. Job Type:** One tenured position (Full-time Lecturer/Associate Professor/Professor)
- 3. Starting Date:** October 1, 2020
- 4. Educational and Research Fields:** International Human Resource Management
- 5. Requirements and Qualifications**  
Ph. D or equivalent qualifications in Human Resource Management or related fields  
Experience of teaching/researching in academic institutions is desirable

### **6. Teaching and Administrative Duties**

The duties and responsibilities of a successful candidate will include the followings:

- (1) International Human Resource Management course in Japanese for undergraduate students, and in English for Global Business Program (GBP\*) students. Both courses are to compare HRM theories and practices across countries and to address the international deployment of HRM practices.
- (2) Other management/research course(s) for undergraduates, including a correspondence course and a course for MBA students\*\*
- (3) Administration of GBP
- (4) Participation in entrance exam preparation, general administration, and various faculty/university committees\*\*\*

\* GBP is for foreign students studying at the Faculty of Business Administration. For details about GBP, please refer to the following web site: <http://gbp.hosei.ac.jp/>.

\*\* The successful candidate is to teach at least 5 classes per semester.

\*\*\*Non-native speaker of Japanese should have high level proficiency in Japanese to conduct administrative duties.

- 7. Salary** paid in accordance with Hosei University regulations.

### **8. Application Documents**

The documents to be submitted are:

- (1) Curriculum vitae (in Japanese or in English) with a recent photograph attached, and a list of publications (1 original + 3 copies)  
For this document, please use the Hosei University form, which can be downloaded from [http://www.hosei.ac.jp/saiyo/keiei\\_bosyu.html](http://www.hosei.ac.jp/saiyo/keiei_bosyu.html)
- (2) Three major publications\* (4 copies)
- (3) Sample syllabi of the following two courses (1 original + 3 copies)
  - (A) International Human Resource Management in Japanese: 2 credits (100 minutes x 14)  
This course is for 2nd-4th year undergraduate students in a large class (approx.150-200).
  - (B) International Human Resource Management in English: 2 credits (100 minutes x 14)  
This course is mainly for 2nd-4th year GBP students in a small class (approx.10)
- (4) An essay of the future research and teaching prospects as a faculty member (approximately 1200 words in English) (1 original + 3 copies)

*Please note that application documents will not be returned. Only original book(s) can be returned by mail if requested in advance.*

### **9. Application Deadline and Procedure**

All documents should be sent by registered/trackable mail and received no later than 5 pm, October 5, 2019 Japan Standard Time. Please mark on front of the envelope "International Human Resource Management Application Documents" in red (「国際人事論応募書類在中」)

### **10. Selection Procedures**

Firstly, application documents will be reviewed by the faculty committee, and the candidates who are shortlisted for interview and demonstration lecture will be contacted. Secondly interview and demonstration lecture will be conducted at the Ichigaya Campus of Hosei University in Central Tokyo. The interview and demonstration lecture are to be scheduled in December 2019.

**11. Address for Submission:**

Dean of the Faculty of Business Administration,	〒102-8160
Hosei University	東京都千代田区
2-17-1 Fujimi, Chiyoda-ku,	富士見 2 - 1 7 - 1
Tokyo, JAPAN	法政大学 経営学部長 宛
102-8160	

**12. For inquiries:** Tel:+81 (0)3-3264-9332 Fax: +81 (0)3-3264-4264  
**Faculty Website:** <http://www.hosei.ac.jp/english/faculty/business/>

**\*Personal information will be used only for the purpose of this selection.**