

## Recruitment Guidelines for Professor or Associate Professor Position at Tokyo Metropolitan University

Position	Professor or Associate Professor
Number of Vacancies	1 person
Date of Appointment	April 1, 2027
Affiliation and Work Location	Tokyo Metropolitan University International Center ※see Note 1 below 【Dual Role (planned)】 Graduate School of Management, Major in Management Work Location (planned) :Minami-Osawa Campus (1-1 Minami-Osawa, Hachioji-shi, Tokyo 192-0397 Japan)
Specialization	Sustainable Finance
Duties (Courses scheduled to be in charge)	(Undergraduate) Basic Seminar and Specialized education subjects related to Sustainable Finance, etc. (in English) (Graduate School) Specialized education subjects related to Sustainable Finance, etc. (in English) All courses are provided in English. However, the applicant will also be required to participate in various clerical and administrative duties (including participation in various committee tasks), regardless of language proficiency in English or Japanese. Thus, if Japanese is not the mother tongue, the applicant's proactive attitude towards Japanese language proficiency is necessary to facilitate seamless teamwork with Japanese staff. ※If selected through this recruitment, there is a possibility that you will be assigned to teach one or more courses in the field of global liberal arts.
Qualifications	Applicants must meet both conditions (1) and (2) below: (1) Hold a doctoral degree or have equivalent achievements. (2) Have two or more papers published, or accepted for publication, in a peer-reviewed international academic journal, related to "Sustainable Finance", of a certain standard.
Working Hours	A discretionary work system for professional work applies, 7 hours and 45 minutes per day (deemed working hours).
Holidays	Two days off per week (Saturdays and Sundays), national holidays, and year-end and New Year holidays (December 29 to January 3 of the following year).
Vacation	Annual paid leave, summer vacation, condolence leave, maternity and childcare leave, etc. ※Subject to the "Regulations on Working Hours, Holidays, and Leave for Tokyo Metropolitan University Faculty and Staff."
Salary and Allowances	(1) Annual salary system based on position, achievements, and duties, with regular pay increases. Professor equivalent Annual income : 9 ~ 11 million JPY Associate Professor equivalent Annual income : 7 ~ 9 million JPY (2) Commuting and other allowances are provided. ※(1) and (2) are subject to the "Tokyo Metropolitan University Faculty Salary Regulations" and the "Tokyo Metropolitan University Commuting Allowance Regulations." (3) Retirement benefits are provided separately upon retirement. ※(3) is subject to the "Tokyo Metropolitan University Retirement Benefits Regulations."
Term of Employment	Tenured position ※However, retirement will occur on the last day of the fiscal year in which the applicant turns 65.
Probationary Period	6 months from the date of employment.
Insurance	Japan Mutual Aid Association of Public School Teachers, Local Government Employees' Accident Compensation, Employment Insurance.
Application Documents	(1) Curriculum Vitae (Form 3-1) (2) Education and Research Performance List (Form 3-2) ※For pages 1 and 2 of the prescribed form, "Items Pertaining to Instructional Ability" and "Item Pertaining to Duty-Related Ability", please use the university's prescribed form. ※Only for the "List of research achievements" on page 3 of the prescribed form, submission in any format is acceptable as long as it covers all the items listed in the prescribed form. (3) Explanation of Representative Research Achievements (Form 3-3) (4) Education and Instruction Performance List (Form 3-4) (5) External Funding Performance List (Form 3-5) (6) Social Contribution Performance List (Form 3-6) (7) Plan for educational, research, and social contribution activities after employment (up to 1,000 words) ※There is no need to use the "Research Plan (Form 3-7)" posted on our university website. Please submit it in any format. (8) Information on how to obtain major research papers (up to 3 items) from the past 5 years (DOI, URL, etc., any format is acceptable) or files of the major research papers. ※Please download the university's prescribed form and Entry Guidelines from the website below: <a href="https://www.houjin-tmu.ac.jp/en/recruit_teacher/tmu/">https://www.houjin-tmu.ac.jp/en/recruit_teacher/tmu/</a>
Submission	Electronic submission is accepted via email to the following submission address: Please attach PDF files (or Word files) of items (1) to (8) to the email and send them all together. (Please name the attached files with your name and make sure they do not exceed 20 megabytes. If the file size exceeds 20 megabytes, please divide them and send them separately, making sure they do not exceed 20 megabytes per email.) Also, please title the email "Teaching Position Application Documents (0793 Sustainable Finance)." ※Please contact us if you do not receive a confirmation of receipt by the following weekday after the submission deadline after sending the email.
Submission Address	kyoinkobo-center@jmj.tmu.ac.jp
Submission Deadline	Must arrive by Wednesday, March 25, 2026, Japan Standard Time.
Selection Process	First Screening: Document Screening Second Screening: Applicants who pass the first round of selection will be interviewed (including a research presentation and mock lesson) on late April or early May (this can be arranged considering the applicant's circumstances). Note that details such as time and place will be notified separately to those who pass the first screening. ※The necessary travel and accommodation expenses for the second screening will be borne by the applicant. In addition, the result will be notified by the department concerned.
Inquiries	◎Regarding the application in general Personnel System Section, Personnel Division, General Affairs Department, Tokyo Metropolitan Public University Corporation TEL 042-677-1111 (extension) 1101 E-Mail kyoinsaiyo@jmj.tmu.ac.jp ◎Regarding the specific field Establishment Preparation Section, Planning and Coordination Division, Establishment Preparation Department, Tokyo Metropolitan Public University Corporation TEL 042-677-1111 (representative) E-Mail info-preoffice@jmj.tmu.ac.jp
Recruiter	Tokyo Metropolitan Public University Corporation
Passive Smoking Prevention Measures	No smoking is allowed on campus (except designated outdoor smoking areas)
Note1	※If selected through this recruitment, from the 2028 academic year onwards, you will belong to and work at the new international faculty. ※Please refer to our university website ( <a href="https://www.tmu.ac.jp/english/education/english-taught_degree_programs/new-initiatives.html">https://www.tmu.ac.jp/english/education/english-taught_degree_programs/new-initiatives.html</a> ) for the updated information regarding the new international faculty.
Note2	Public University Corporation Tokyo Metropolitan University changed its corporate name to Tokyo Metropolitan Public University Corporation on April 1, 2020. Our university is committed to promoting diversity in order to create a welcoming and inclusive academic environment where individuals from diverse backgrounds, regardless of gender, disabilities, or cultural differences, are equally respected and able to participate in all aspects of university life. To learn more about our efforts to foster diversity, please visit the Diversity Promotion Office at <a href="https://diversity.fpark.tmu.ac.jp/">https://diversity.fpark.tmu.ac.jp/</a>

※ Should any discrepancies or doubts arise between Japanese and English versions of the advertisement, the Japanese version will prevail.