

## Announcement of job vacancy : QUP Engineering Specialist

Job No.	QUP-ENG 23-2
Title	QUP Engineering Specialist (Outreach)
Number of Job Opening	A few
Inst/Lab	QUP Strategy Office, International Center for Quantum-field Measurement Systems for Studies of the Universe and Particles (QUP)
Term	1 year (the contract to be renewed in each Japanese fiscal year, up to 3years)
Start of the term	As soon as possible. (negotiable)
Appl. Deadline	October 30, 2023. (Applications will be closed as soon as a candidate is selected.)

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### Job Description

QUP was established on December 16, 2021, at KEK as one of the research centers under the World Premier International Research Center Initiative (WPI) of the Japanese government.

The successful candidate will belong to the QUP Strategy Office and especially be responsible for English public relations and outreach activities. Applicants must be fluent in English in reading, writing, and communication, Japanese language ability is not required.

The successful candidate will be responsible for the following duties:

- (1) Production and editing of the English version of the QUP web page ( <https://www2.kek.jp/qup/en/> )
- (2) Support for researchers in outreach activities in English
- (3) General public relations support in English

### Qualification

Have native-level English proficiency (including reading and writing). Japanese language ability is not required.

Experience in natural science research or public relations/outreach experience for natural science research is preferred.

### Method of Selection

After reviewing the submitted application documents (see below), applicants may be called for an interview.

The date of the interview will be separately communicated to the applicants who will be interviewed.

### Conditions

**(1) Term:** 1 year (the contract to be renewed in each Japanese fiscal year)

- Renewal will be determined based on service performance and other factors. (up to 3 years)
- If the employee reaches the age of 70 during the term of office, the term of office will end at the end of the fiscal year in which the employee reaches the age of 70.

**(2) Salary:** Salary is determined according to the KEK rules for fixed-term employees. (Annual salary system)

\*Annual salary is determined in to consideration the number of working days/hours, career background, skills, current salary, etc.

**(3) Allowances:** Commuting allowance, housing allowance, and overtime allowance.

(In accordance with the regulations concerning the annual salary system for fixed-term employees of KEK.)

**(4) Insurance:** Mutual aid association of the MEXT (health insurance), employees' pension, workers' accident compensation insurance, and unemployment insurance.

\*Insurance coverage depends on the number of working days and hours.

**(5) Working hours:** Working days and working hours are negotiable, with a minimum of 14 hours and up to 28 hours per week. (Must work at least 3 hours a day and at least 2 days a week.)

**(6) Holidays:** As a rule, every Saturday and Sunday, national holidays. There are 6 days year-end and New Year holidays.

**(7) Overtime:** Possible (about 10 hours per month on average)

**(8) Trial period:** None

**(9) Housing:** Housing for KEK employees is available for rent (subject to availability).

### Work location

High Energy Accelerator Research Organization Tsukuba Campus (1-1 Oho, Tsukuba City, Ibaraki Prefecture)

**Application documents** (Use A4 size papers (295mm x 210mm or similar size))

1) Curriculum vitae

\* CV should include the job number QUP Engineer, photo, e-mail address, your date of birth, and the possible date you can start working at QUP in addition to standard information of CV. etc.

2) Work/Research experience: Describe your work and/or research experience in detail in arbitrary format, to demonstrate your qualification related to this job.

3) Publications list (If you do not have any publications to list, you may leave this blank.)

4) Statement on the work plan at QUP/KEK: Approximately 2 pages of A4 paper.

5) Names and contact information (e-mail address and phone number) of one person who can comment on the person.

6) If you apply for more than one job openings in KEK, please indicate all the job numbers (or job titles) you apply for. (in arbitrary format)

**How to submit application documents**

\* Please submit your application documents by email directly.

**(Email Application to)** [jnjj2@ml.post.kek.jp](mailto:jnjj2@ml.post.kek.jp)

Personnel Affairs Unit 2

KEK, High Energy Accelerator Research Organization

\* Application documents are only accepted in PDF files.

**For more information: please contact**

(About Job Description, Qualification )

Email: [qup\\_job\\_inquiry@ml.post.kek.jp](mailto:qup_job_inquiry@ml.post.kek.jp)

(About Application Documents, Working Conditions)

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