To Whom It May Concern:

Recruitment of Lecturers at Ritsumeikan Asia Pacific University

1. Recruitment Subject, Position and Number of Openings:

<table>
<thead>
<tr>
<th>Subject Name</th>
<th>Position</th>
<th>Openings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Japanese</td>
<td>Lecturer</td>
<td>1</td>
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</tbody>
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2. Date of Appointment: April 1, 2021

3. Duration of Appointment: Successful candidates will be appointed for 1 year.
   (If both the University and the candidate agree, the employment contract may be renewed up to 4 times).

4. Employment Conditions:
   In accordance with the regulations of Ritsumeikan Asia Pacific University; the employment package includes bonus and transportation allowance.

5. Affiliation: Center for Language Education.

6. Expectations of Candidates:
   1) Candidates must agree with the fundamental principles and goals of APU.
   2) It is desirable that applicants for Japanese teaching positions are proficient in English.

7. Minimum Academic Qualifications for Application:
   1) A Master’s degree or above, or achievements/experiences recognized as equivalent to a Master’s degree.
   2) Meet one or more of the qualifications below.
      - More than 1 year of teaching experience in higher education.
      - Possess expert knowledge in the field of instruction or have experience in the field of instruction.

8. Documents Required:
   Please submit 1 copy of each of these documents in the University's preferred format. Please download items (1), (2), (4) and instructions on how to complete the forms from the "Jobs" section of the APU website (www.apu.ac.jp).

   1) Curriculum vitae with applicant's signature or printed name with a seal and photo attached (40mm x 30mm) [Form 1]
   2) Education, Employment and Research Experience [Form 1]
   3) Microsoft Word Files of documents (1) and (2) on data media such as USB (no need for signature, seal (hanko) or photograph)
9. Application Deadline:  
**Monday, October 26, 2020 (Applications must be sent by post and arrive by this date.)**

10. Interview  
The successful candidates for the screening of documents will be asked to attend an interview at our university to be held in the middle of November. The interview may be conducted online depending on the circumstances.

11. Please submit application forms to: 
Ritsumeikan Asia Pacific University  
Academic Office  
Attn: Personnel Affairs Unit  
1-1 Jumonjibaru, Beppu, Oita 874-8577 JAPAN

*Please be sure to send your application by registered mail (*kakitome-yubin*) and mark "CLE Japanese Lecturer Position Application Enclosed" in red on the envelope.  
*For further inquiries, please contact:  
NAGAMATSU Koji  
Academic Office, Ritsumeikan Asia Pacific University  
E-mail: frecruit@apu.ac.jp  
Subject: Application for CLE Japanese Lecturer Position

12. Other:  
(1) Applicants will be asked to present a mock lecture to the interviewing committee at the time of the interview. Details of the interview will be sent to successful candidates.  
(2) Ritsumeikan Asia Pacific University is a smoke-free campus. There are no smoking areas on campus.

* Please refer to the APU website <www.apu.ac.jp> for more information on the University.