<table>
<thead>
<tr>
<th><strong>Description</strong></th>
<th>IRCN Project Academic Specialist / One</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Employment period</strong></td>
<td>Starting Date Negotiable</td>
</tr>
<tr>
<td></td>
<td>The contract will be ended on March 31, 2022.</td>
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<tr>
<td><strong>Renewable</strong></td>
<td>No Renewable</td>
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<tr>
<td><strong>Probationary period</strong></td>
<td>14 days from the date of arrival.</td>
</tr>
<tr>
<td><strong>Place of work</strong></td>
<td>The University of Tokyo</td>
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<td></td>
<td>7-3-1 Hongo, Bunkyo-ku, Tokyo (The University of Tokyo Hongo Campus)</td>
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<tr>
<td><strong>Affiliation</strong></td>
<td>Zenas Chao (IRCN Principal Investigator) lab</td>
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</tbody>
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**Description**

1. Recruiting and scheduling research participants for experiment using electroencephalogram (EEG)
2. Assisting data collection of human EEG experiment
3. Academic support services in the laboratory, including paperwork and budget management

**Working Hours**

- Working Days and Hours
- 1 to 2 days a week (negotiable including working hours per day)
- Overtime work may be ordered.
- Working Days and Hours may be subject to change due to circumstances (e.g., COVID-19 related restriction).

**Holidays**

- Saturday and Sundays; Statutory public holidays of Japan; Year-end and New Year holidays (December 29 through January 3)

**Available insurances**

- Eligible for Industrial Accident Compensation Insurance in accordance with the law

**Qualifications**

- Good communication skill in both English and Japanese (students are acceptable)
- Good interpersonal skills
- Preferred: experience in human subject research

**Application**

- Resume using the linked form
  (please download from https://www.u-tokyo.ac.jp/en/about/jobs.html)

**Submission**

- Interested applicants should send application materials to: zenas.c.chao@ircn.jp
  (Please replace # with @ before using this email address)
- Application materials must be written in English

**Inquiries**

- Please contact in English.

**Recruiter Name**

- The University of Tokyo

**Notices**

- Submitted documents will not be returned.
- Personal information is handled carefully according to the Privacy Policy of the University of Tokyo, and will be used only for the job selection process.
- Travel cost will not be paid in screening process.
- Detailed working condition is available through the regulation of the University of Tokyo (The University of Tokyo Regulations on Conditions of Employment of Fixed-term, Part-time Project Academic and Administrative Staff) (https://www.u-tokyo.ac.jp/en/about/rules_main.html)