

Application Guideline for academic staff Position
at the Institute of Space and Astronautical Science, JAXA

1.	Position	Assistant Professor
2.	Number of Positions	One
3.	Affiliation	Department of Spacecraft Engineering, Institute of Space and Astronautical Science (ISAS)
4.	Work Location	JAXA Sagami-hara Campus (3-1-1 Yoshinodai, Chuo-ku, Sagami-hara, Kanagawa, JAPAN) <Scope of changes> Locations determined by the agency in the case of changes due to personnel transfers, organizational restructuring, etc. When telework is performed according to the organization's rules, its location is also included.
5.	Starting Date	April 1 st , 2026 or the earliest possible date thereafter
6.	Term of Employment	Non fixed term
7.	Term of Probationary	6 months from the date of hire
8.	Job Duties	Academic research, development, and education related to spacecraft engineering
9.	Detailed Job Duties and Desired Candidate Profile	<p>The Institute of Space and Astronautical Science (ISAS) of the Japan Aerospace Exploration Agency (JAXA) is recruiting researchers who understand the role of the ISAS inter-university research system and will work together with researchers from universities and other organizations on space-science projects.</p> <p>Responsibilities include:</p> <ol style="list-style-type: none"> 1. Research on attitude control technology for future spacecraft, including formation flight 2. Research on guidance and navigation technology for planetary exploration and inter-orbital transportation 3. Contributing to space-science projects as a specialist in guidance, navigation, and attitude control 4. Cooperation in graduate school education <p>Research achievements are not limited to the field of space science. We welcome researchers who are willing to build cooperative relationships across fields and organizations, regardless of their specialty, and promote challenging space-science projects.</p> <p><Scope of changes> Scope of job defined by the agency.</p>
10.	Goal Setting	<p>The assistant professor is expected to become an indispensable researcher for space science in general, by making important contributions to the promotion of various projects without being confined to their own areas of expertise. Based on these expectations, the candidate is required to state their own goal in the document “(5) Future research plan”.</p> <p>The Research Director of Department of Spacecraft Engineering will discuss their career path together, considering the overall achievements during about 5 years after being employed.</p>
11.	Benefits and Conditions	<ol style="list-style-type: none"> (1) Salary Salary will be determined under the provision of JAXA wage rules and regulations, considering qualifications and experience. (2) Working Hours In principle, the Discretionary Labor System for Professional Work shall be applied.

		<p>Working hours are basically from 9:30-17:45. The break time shall be 45minutes if the working hours per day exceed 6 hours, and 1 hour if the working hours exceed 8 hours. Regardless of the above, those who apply the Discretionary Labor System for Professional Work shall have deemed working hours of 7 hours and 45 minutes per day.</p> <p>Overtime work may be required depending on the work situation.</p> <p>(3) Holidays Saturdays and Sundays, National Holidays, New Year Holidays (December 29th - January 3rd), others when JAXA deems it necessary, etc.</p> <p>(4) Vacations and Leave Paid Annual leave, WLB (Work Life Balance) annual leave, celebration or condolence leave, maternity leave, child-care leave, care leave, nursing leave, etc.</p> <p>(5) Retirement Age Retirement age is 65.</p> <p>(6) Accommodations Depending on business necessity, individual situation, and vacancy status, either single or family accommodation will be provided, or a housing allowance will be issued according to the agency's regulations. However, the period of availability for the same housing is limited to 7 years..</p> <p>(7) Social insurance Several types of social insurances (health insurance, pension plan, etc.) will be provided.</p>
12.	Research Funding	<p>Research funding is determined according to the budget situation of each year.</p> <p>*FY2024: Professor; ¥800,000, Associate professor; ¥800,000, Assistant professor; ¥400,000</p>
13.	Required Qualifications	<p>PhD degree in Engineering or relevant fields (including expected PhD by the date of adoption)</p>
14.	Application Documents	<p>(1) Curriculum vitae</p> <p>(2) Research history and summary</p> <p>(3) List of published papers (with DOIs)</p> <p>(4) List of awarded research funds through competition. Specify a type of funds, amount, and a role (e.g. principal investigator/co-investigator)</p> <p>(5) Future research plan (including contribution to projects and ambitions for educational activities)</p> <p>(6) Declaration of past criminal penalties, administrative penalties, disciplinary measures, etc., including sexual harassment, assault and violence (Disclose all penalties on freeform, can also be stated in (1) CV.)</p> <p>(7) Names, affiliations and contact details (phone numbers and email addresses) of two individuals who can provide opinion about the candidate.</p> <p>(8) Copies of major research papers (up to 5) published in peer-reviewed or refereed academic journals</p>
15.	Submission	<p>Applicants are required to apply via the following website. Please access the application form at the following URL: https://isas-appli-form.jaxa.jp/forms1/1742785765</p> <p>(Notes)</p> <ul style="list-style-type: none"> • All the documents must be submitted in pdf format. • Note that documents (2) to (6) should be merged into one PDF file. • Application delivered in person or by mail shall not be accepted.

16.	Application Deadline	July, 7th, 2025, noon (JST) •Data entry and submission of all the required documents must be completed by this deadline through the website.
17.	Screening Method	Screening will be conducted by the Advisory Council for Research and Management of ISAS, JAXA. The council will conduct a document screening, and interview those who have passed the document screening. This process is subject to change.
18.	Contact Information	Director of Department of Spacecraft Engineering Prof. Takahide Mizuno Email: mizuno.takahide [at]jaxa.jp * For inquiries regarding application submission as in Section 15: Human Resources Section / Management and Integration Department E-mail: ISAS-JINJI [at]ml.jaxa.jp * *Please replace [at] in the email address with @.
19.	Name of Recruiter	Japan Aerospace Exploration Agency (JAXA)
20.	Others	(1) Information submitted in your application documents will not be used for any purpose other than the employment selection. Once the selection process is complete, we will securely dispose of all application documents and personal information, except for those submitted by the successful candidate. (2) In order to properly implement security export control based on Japan's Foreign Exchange and Foreign Exchange Act, it is necessary to submit a declaration pertaining to "Specific category" regulated by the act. Depending on the contents of the declaration, necessary adjustment for appropriate duties such as scope of secondary careers could be made. (3) Please also check the notes on JAXA website* before applying. * https://global.jaxa.jp/about/employ/index.html