

National Chengchi University
Department of Chinese Literature
2019 Academic Year Second Semester
Recruitment of Full-time Teacher Announcement

1. Academic Expertise: Chinese philology, Chinese thought, Chinese literature, with Chinese classical and modern literature as priority.
2. Number of Vacancies: One Assistant Professor level or above, full-time teaching position in any of the areas of academic expertise in 1 above.
3. Qualifications:
 - (1) Candidates currently not holding Teacher's Certificate shall pass the Teacher's Qualifications Review Pursuant to the Accreditation Regulations Governing Teacher Qualifications at Institutions of Higher Education by Ministry of Education, R.O.C. (Ministry of Education);
 - (2) Candidates currently holding Professorial Certificate in Chinese Literature or closely related fields recognized by Ministry of Education must satisfy one of the following criteria within five years before hiring (October 25, 2014 through October 24, 2019):
 - i. Ministry of Science and Technology, R.O.C., Grant Proposal(s) (closed), or paper(s) formally reviewed and accepted for publication, two in total (must attach proof of review and publication); or
 - ii. One book formally reviewed and accepted for publication (must attach proof of review and affidavit/certificate of publication);
 - (3) Diploma issued by foreign institution must be authenticated by Consulates, Overseas Representative Offices or other organizations authorized by Ministry of Foreign Affairs, R.O.C., in the country of the originating institution(s).
4. Application deadline: Now through October 25, 2019 (Friday, postmark date)
5. Expected date of hire: February 1, 2020
6. Materials required for application (please submit in consecutive order; please DO NOT bind application materials):
 - (1) Completed "Candidate Basic Information Form" (separately attached. Applications submitted not using this Form will NOT be accepted and will be returned for resubmission);
 - (2) One photocopy each of Teacher's Certificate issued by Ministry of Education, appointment letter/job offer for current teaching position, diploma of the highest academic degree;
 - (3) Representative work - must be the publication and/or dissertation published within the past three years (October 25, 2016 through October 24, 2019), in quadruplicate. (Please select one work in the area of academic expertise applied above as representative work and label accordingly);

- (4) Reference works - publication and/or dissertation for the highest academic degree within the past five years (published between October 25, 2014 and October 24, 2019), in quadruplicate(s) (reference works must be related to the area of academic expertise applied above; please arrange in order of importance and label accordingly); If reference works are in foreign language(s), please also attach an abstract in Chinese of approximately 5,000 words for each work submitted; **paper(s) adapted from dissertation must be clearly marked;**
- (5) List of all published works in chronological order, in quadruplicate;
- (6) **Candidates with teaching experience, please provide teaching/course evaluation surveys or similar documents;**
- (7) Candidates listing reference works in the Candidate Basic Information Form, please provide copies of reference works for review. Please DO NOT use works unrelated to the area of academic expertise applied above;
- (8) Please fill out “Candidate Basic Information Form” in Word format and email to nccuchi@nccu.edu.tw, with “Department of Chinese Literature Teacher Application Information Form_ OOO(Candidate Name)” in the subject line;
- (9) Return of application materials submitted:
 - Within Taiwan: if “Yes” is selected on the “Application Materials Needs to be Returned” line on the “Candidate Basic Information Form”, the Department of Chinese Literature will return materials via “Paid-by-Addressee Delivery Service.” Please do not include cash or postage. If “No” is selected, candidates’ application materials will be destroyed after the completion of application review process;
 - Overseas: if “Yes” is selected on the “Application Materials Needs to be Returned” line on the “Candidate Basic Information Form”, please provide sufficient postage amount in TWD for the Department of Chinese Literature to return (Postage rates for surface parcel under 2-kilos from Taiwan, as examples, are approximately 450 TWD within Asia, 450 TWD to the U.S., 520 TWD to Germany, 550 TWD to France, 470 TWD to the Netherlands);
- (10) Candidates who pass the preliminary review will be notified to give a talk to the faculty of Department of Chinese Literature; travel expenses are to be paid by the candidates;
- (11) Candidates hired must teach one “General Education - Chinese” course, in addition courses offered by Department of Chinese Literature each academic year;
- (12) With consideration for processing efficiency, after mailing application materials, overseas applicants should also notify the contact person, Ms. Wu via email at nccuchi@nccu.edu.tw.

Contact Person: Ms. Wu Jia-zhen

Phone Number: (02)29387042

Mailing Address: No. 64, Section 2, ZhiNan Road, Wenshan District, Taipei City 11605, Taiwan (R.O.C)

Please double-check to ensure all materials are included before mailing.

Application Checklist
National Chengchi University
Department of Chinese Literature

Item	Content	Please Mark ✓
1	Copies of Proof of Work Experience and Academic Certificates 1. Teacher’s Certificate (One signed copy) 2. Appointment letter/job offer for current teaching position (One signed copy) 3. Diploma of the highest academic degree (One signed copy) 4. Completed “Candidate Basic Information Form” (One paper copy) 5. Completed “Candidate Basic Information Form” (Electronic form in word format, please email the electronic form to nccuchi@nccu.edu.tw with “Department of Chinese Literature Teacher Application Information Form_ _OOO(Candidate Name)” in the subject line	
2	Representative Work: academic publication published within the past three years (October 25, 2016 through October 24, 2019), in quadruplicate 1. Please DO NOT include doctoral dissertation already submitted for application of Teacher’s Certificate 2. Please DO NOT submit any work published prior to April 12, 2016 3. Please submit proof of review	
3	Reference works – other publications within the past five years (published between October 25, 2014 and October 24, 2019), in quadruplicate(s) 1. Please arrange in order of importance and label accordingly 2. If in foreign language(s), please also attach abstract(s) in Chinese 3. Please arrange in order and DO NOT bind 4. Paper(s) adapted from dissertation must be clearly marked 5. Please submit proof of review	
4	List of all published works in chronological order, in quadruplicate	
5	Dissertation for the highest academic degree, in quadruplicate	
6	Teaching/course evaluation surveys (within the past three years) and syllabus	

