

Application Guidelines for Agricultural Research Administrator (ARA)
Agritech and Livestock Innovation Hub,
Obihiro University of Agriculture and Veterinary Medicine

Agritech and Livestock Innovation Hub at Obihiro University of Agriculture and Veterinary Medicine aims to implement cutting-edge agricultural and livestock technologies through practical application, and to contribute to the sustainable development of industry in collaboration with local communities. To strengthen international research promotion systems and foster industry–academia–government collaboration, as well as advance demonstration research and the social implementation of research outcomes, we are recruiting an Agricultural Research Administrator (ARA) as outlined below.

1. Position: Agricultural Research Administrator (ARA)

2. Number of Openings: One (1)

3. Job Description

(1) Management and support for demonstration farms related to industry–academia–government collaborative demonstration research.

-Duties include communication and coordination with managers of external demonstration farms planned to be established overseas (e.g., Kenya, Malawi, Indonesia), and monitoring of their status.

(2) Support for planning and coordination of industry–academia–government collaborative demonstration research.

-Duties include development and coordination of on-campus demonstration paddy fields and related endowed chairs.

-Duties include coordination of joint research (mainly demonstration studies) with overseas research institutions and negotiating with diverse stakeholders inside and outside the university.

(3) Collecting issues in agriculture and livestock production in overseas regions and proposing solutions.

(4) Other planning, coordination, and management tasks related to industry–academia collaboration.

4. Qualifications

-Strong motivation to engage in industry–academia–government collaboration with overseas research institutions.

-Ph.D (or equivalent) is required.

-Proficiency in data processing and preparation of presentation materials.

-Strong English communication skills (oral and written) are required.

5. Start Date: April 1, 2026

(The actual start date may be negotiable with the successful candidate.)

6. Employment Type and Term

From April 1, 2026 through March 31, 2027

The contract may be renewed on the following conditions.

Conditions for Renewal:

- Availability of budgetary resources
- Progress and continuity of the assigned duties/projects
- Work performance and evaluation results
- The departmental workload and overall staffing requirements.

7. Salary and Benefits

(1) Salary:

Determined in accordance with the Employment Regulations for Specially Appointed Staff or Part-Time Staff of Hokkaido National University Organization.

(2) Bonus:

- Applicable under Part-Time Staff Regulations: Provided (paid twice a year in June and December, equivalent to 4.54 months of salary in FY2025).
- Applicable under Specially Appointed Staff Regulations: Not provided.

(3) Retirement Allowance: Not provided.

(4) Other Allowances:

- Part-Time Staff: Commuting, housing, and cold-region allowances.
- Specially Appointed Staff: Commuting allowance.

8. Working Conditions

(1) Location: Office of the Center for Industry–University Collaboration, General Research Building 1, Obihiro University of Agriculture and Veterinary Medicine (Inadacho Nishi 2-sen 11, Obihiro, Hokkaido)

(2) Working Hours: 8:30 a.m. – 5:15 p.m. (with a 60-minute break).

(3) Holidays:

-Saturdays, Sundays, national holidays, year-end/new year holidays (Dec. 29 – Jan. 3), and other days designated by the organization.

(4) Leave: Paid annual leave and special leave available.

(5) Insurance: Membership in MEXT Mutual Aid Association (health insurance), employee pension insurance, employment insurance, and workers' accident compensation insurance.

9. Application Documents

(1) Curriculum Vitae (including academic background from university onward, professional and social activities, with a photo attached).

(2) Record of achievements related to research support or previous professional activities (submit either ① or ② below):

- ① Planning/management of research projects, support for securing competitive funding, support for patent applications, original papers, books, etc.
- ② Summary of previous work duties and outcomes (including media coverage such as newspaper articles).

(3) Activity plan during the contract term for ARA duties to be implemented at this university (format free, approx. two A4 pages).

Suggested themes/keywords: Proposals for industry–academia–government collaboration projects utilizing the university's research seeds and overseas external demonstration farms (e.g., crop management issues, pest and disease control, soil/fertilizer design, climate change, breeding and variety development).

10. Application Deadline: February 16th , 2026 (Mon), 5:15 p.m. (JST)

11. Selection Process

First screening: Document review.

Second screening: Interviews (only for applicants who pass the first screening).

Only candidates who pass the first screening will be notified of the second screening.

We will not respond to inquiries regarding selection results.

Travel expenses for interviews must be borne by the applicant. Online interviews may be arranged depending on circumstances.

12. Contact Information

Obihiro University of Agriculture and Veterinary Medicine

Planning and General Affairs Section, Personnel Section

Inadacho Nishi 2-sen 11, Obihiro, Hokkaido, 080-8555, Japan

Phone: +81-155-49-5220

Email: saiyo@obihiro.ac.jp

13. Submission of Documents

By mail:

Planning and General Affairs Division, Personnel Section

Obihiro University of Agriculture and Veterinary Medicine

Inadacho Nishi 2-sen 11, Obihiro, Hokkaido, 080-8555, Japan

Please mark in red on the envelope: “Application Documents for ARA Enclosed,” and send by registered or equivalent secure mail.

By e-mail:

Attach the application documents and send to: saiyo@obihiro.ac.jp

If you do not receive confirmation of receipt within two business days, please contact us by telephone.

14. Additional Information

Personal information contained in application documents will be handled in accordance with the regulations of the Hokkaido National University Organization and used only for the purpose of this recruitment.

Application documents will not be returned. Personal information will be deleted after the selection process is completed.