**Faculty Positions Available**

The Department of European Languages and Cultures, College of Foreign Languages and Literature, National Chengchi University, invites applications for one French teaching position and one German teaching position (both are non-tenure track). The appointment will be made on a one-year basis and is expected to begin on August 1, 2017.

1. Positions available: One French instructor and one German instructor(both are non-tenure track). The successful applicant will be expected to begin employment on August 1, 2017.
2. Applicants should meet either of the qualifications: (1) Ph.D., (2) assistant professor or above.
3. Specializations: French translation and German translation or other fields related to cross-cultural studies. Applicants with teaching experience and the ability to offer courses in English will be preferentially considered.
4. Required Application Documents (for checklist, please see attachment 1. The applicant’s curriculum vitae should be placed on a CD-ROM.）
5. Cover letter
6. Curriculum vitae (attachment 2)
7. Copies of diplomas (verified by the Taiwan Representative Office)
8. Graduate transcripts (verified by the Taiwan Representative Office)
9. One copy of the applicant’s dissertation and scholarly publications (within the past five years)
10. Two letters of recommendation (within the past two years)
11. Course syllabi (3~4 courses)
12. Copy of the teacher’s certificate issued by the Ministry of Education, Taiwan, R.O.C. (if applicable)
13. **Deadline:** All application materials must be postmarked no later than **November 18, 2016**

Search Committee

Department of European Languages and Cultures

National Chengchi University

No. 64, Sec. 2, Zhi Nan Rd., Wenshan District

Taipei City 11605, Taiwan.

1. Qualified candidates will be invited to attend an interview and will be requested to provide a teaching demonstration.
2. For further information, please contact +886-2-29393091 Ext.63036 or email to [european@nccu.edu.tw](mailto:european@nccu.edu.tw).

attachment 1

**Check List**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check** | **Required Documents** | **Photocopies** | **Note** |
|  | Cover Letter | One |  |
|  | Curriculum Vitae | One | The applicant’s curriculum vitae should be placed on a CD-ROM. |
|  | Photocopies of highest diploma | One | Diploma(s) and official transcripts must be verified by the Taiwan Representative Office. |
|  | Graduate transcripts | One | Official transcripts must be verified by the Taiwan Representative Office. |
|  | Doctoral thesis | One |  |
|  | A list of scholarly publications (within the past five years) | One | Please list by publication year. The list should include the following information:  -title of your publication  -academic field  -publisher or the name of the publishing journal  -publication year |
|  | Related scholarly publications | One |  |
|  | Two letters of recommendation（within the past two years） | Two |  |
|  | Syllabi of courses to be offered (3~4 courses) | One |  |
|  | Copy of teacher’s certificate issued by the Ministry of Education, R.O.C. | One | Please only attach your doctoral certificate **if** you don’t have a teacher’s certificate |

attachment 2

**Curriculum Vitae**

Please complete the form without leaving any blanks. If a section does not apply to you, please write in “N/A” (Not Applicable). If there is not enough space provided, please attach extra pages.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Personal Data** | | | | | |
| Name |  | | Gender |  | (Photo) |
| Date of birth |  | | Nationality |  |
| Telephone/Mobile |  | | Marital Status |  |
| Address |  | | | |
| E-mail |  | | | |
| Teacher’s Certificate Attached □ Yes □ No | | | | | |
| Teaching Survey (from your students) Attached □ Yes □ No | | | | | |
| **Education** | | | | | |
| * Ph.D.   Title of Thesis: | | | | | |
| University | | Department | | From (m/y) | To (m/y) |
|  | |  | |  |  |
|  | |  | |  |  |
| * Master’s   Title of Thesis: | | | | | |
| University | | Department | | From (m/y) | To (m/y) |
|  | |  | |  |  |
|  | |  | |  |  |
| **Work Experience** | | | | | |
|  | | | | | |
| **Publications** | | | | | |
|  | | | | | |
| **Other** | | | | | |
|  | | | | | |