

Recruitment Information

*Workplace: Japan Society for the Promotion of Science, Stockholm Office

*Period: Probationary employment from January 1 or February 1, 2026, to June 30 or July 31, 2026, with the possibility of permanent employment after the probationary period has ended.

*Job title: Liaison Officer

*Scope: Part-time 80% 32hours per week

*Working hours:

9:00-17:00 (1 hour lunch break) Monday - Thursday

9:00-14:00 (1 hour lunch break) Friday

*Salary: Fixed monthly salary based on your level of experience

*Duties: Support to JSPS activities, especially JSPS alumni clubs, public relations and liaising as a native Swedish speaker.

*Requirements:

-A bachelor's degree (or expected to receive a bachelor's degree before employment)

-Fluent in Swedish, English and Japanese in conversation and writing

-PC skills including Word, Excel, PowerPoint

-Good communication skills

-Cooperative personality

*Information about our office: <http://www.jsps-sto.com/about-us/>

-The workplace is located at the Karolinska Institute campus in Solna, Stockholm

To apply, send your Résumé/CV and a Personal letter to the following email address:

sto-info@overseas.jsps.go.jp

If you proceed in the recruitment process, we will contact you to arrange an in-person interview.

