

Research Assistant / Research Associate / Research Fellow

The Centre for Banking & Finance Law (CBFL) at the Faculty of Law, National University of Singapore seeks to become a catalyst for ideas on improving banking and financial systems at the national, regional and global levels. It aims to bring together a vibrant community to generate scholarship, policy recommendations and intellectual exchange about the robustness, soundness and stability of the banking sector, capital markets and other financial services.

The Centre for Law & Business (CLB) at the Faculty of Law, National University of Singapore seeks to enhance and promote research and educational opportunities for faculty, students, legal practitioners and business executives who share a common interest in the fields of Law and Business including intellectual property, competition, corporate and tax.

Both Centres are inviting fresh applications from suitable candidates to conduct research and to participate in the work of the Centre.

Benefits

The position(s) will carry the following benefits:

1. Employment on a full-time contract at NUS Law for one year, renewable for a second year, subject to satisfactory performance.
2. A remuneration package, commensurate with qualifications and experience.
3. Eligibility to apply for research and conference fund allowances from CBFL or CLB to support attendance at academic conferences and to conduct field research, where required.
4. Allocation of a lockable workstation within CBFL or CLB.

Duties

The duties associated with the position(s) are as follows:

1. The successful applicant will be expected to be in residence throughout the term of his or her appointment, subject to the standard NUS terms as to annual leave.
2. The successful applicant will be expected to develop his or her own research agenda, including undertaking research projects on corporate/banking & finance law, leading to publication during his or her term of appointment. Such research may include, but is not limited to, the writing of articles for publication in refereed journals, contributing to book chapters in edited collections, and writing research papers.
3. The successful candidate will also be required to present his or her research and to participate in and contribute to CBFL or CLB seminars and reading groups.

4. The successful candidate will be expected to perform work of an editorial nature, including (i) helping with the substantive content of CBFL or CLB events and assisting with publications associated with events; (ii) producing CBFL or CLB working papers and reports, including managing manuscripts, liaising with authors, ensuring compliance with house style, and doing basic editing.
5. The successful candidate will be expected to assist in CBFL's or CLB's research projects and initiatives, as assigned by the Director of CBFL, or Chair and Deputy Chair of CLB.

Requirements

The selection committee will consider the following criteria in making an appointment for the position of **Research Assistant / Research Associate / Research Fellow** in CBFL or CLB:

Research Assistant

1. An appointment as a Research Assistant may be offered to an applicant who has a Bachelor's degree in law and/or who has recently graduated with an LLB (Hons) with at least a good Lower Second-Class Honours (or equivalent) in law.
2. The principal selection criterion will be the applicant's potential for excellence in research and a demonstrated ability and passion in assisting in the ongoing research work of CBFL or CLB.
3. The applicant should be exceptionally organized and have an eye for detail. A strong command, oral and written, of the English language, is absolutely essential in order to help with centre publications and organisation of events.

Research Associate

1. An appointment as a Research Associate may be offered to an applicant who has an LLM (Hons) degree and a further minimum of two years' post-graduation experience.
2. The principal selection criterion will be the applicant's potential for excellence in research and a demonstrated ability and passion in assisting in the ongoing research work of CBFL or CLB.
3. The applicant should be exceptionally organized and have an eye for detail. A strong command, oral and written, of the English language, is absolutely essential in order to help with centre publications and organisation of events.

Research Fellow

1. An appointment as a Research Fellow may be offered to an applicant who has recently obtained a Ph.D. degree in law.
2. The principal selection criterion will be the applicant's potential for excellence in research and a demonstrated ability and passion in assisting in the ongoing research work of CBFL or CLB.
3. The applicant should be exceptionally organized and have an eye for detail. A strong command, oral and written, of the English language, is absolutely essential in order to help with centre publications and organisation of events.

Application Procedure

Applications should be sent by email to lawresearchappt@nus.edu.sg. These must comprise:

1. Covering letter

This should, inter alia, explain the reason for your interest in the position. Note that you need not identify a preference for any one of the specific listed positions; this will be determined solely on qualifications, background, and expertise.

2. Application form

The downloaded application form should be completed and submitted together with the other required documents. We regret that incomplete applications will not be considered.

Applicants may download the application form [HERE](#).

3. Curriculum Vitae

A detailed curriculum vitae should be submitted containing complete and detailed information on academic institutions, honors, awards, all publications to date, and all professional experience (current and previous, including dates of employment and job descriptions).

4. Writing sample

As the successful applicant is expected to develop his or her own research agenda, to publishable standard, a writing sample (which should ideally be on some aspect related to your proposed research) must be included with the application. The sample **must** be submitted in Word format only.

5. Research Proposal

A detailed research proposal outlining the research plans for the next year including the expected results of the work should be submitted.

6. Referees

The applicant is expected to list two **academic referees** and their **contact details (name, designation, institution, email address, contact number)**.

7. Submission of Application Materials (By Email)

All correspondence should be addressed to:

Mr Arian

Faculty of Law

National University of Singapore

469G Bukit Timah Road, Eu Tong Sen Building

Singapore 259776

Email: lawresearchappt@nus.edu.sg

8. Closing Date

The closing date for the receipt of applications and references is **15 February 2017**. Late applications will not be considered.

9. Shortlisting and Interview

Shortlisted applicants should expect to be interviewed in Singapore (local applicants) or via Skype (foreign applicants) by the end of **March 2017**. All applicants will be notified within two months from the closing date on the status of their application.