



# Associate Professor

<b>School/Unit</b>	School of Engineering
<b>Area of Specialization</b>	Mechatronics Engineering
<b>Classification</b>	Level D
<b>Employment type</b>	Full time (1.0)
<b>Work location</b>	Malaysia
<b>Date document created or updated</b>	26 April 2017

## Organisational context

Established in 1998, Monash University Malaysia is one of Malaysia's most respected universities. We are Monash University's global foot print in the Asian region, carrying with us the distinction of being the Malaysian constituent of a premier research intensive Australian university ranked among the top 100 universities in the world, and a member of Australia's prestigious Group of Eight (Go8). From humble beginnings, Monash Malaysia has grown in stature, and is now recognized as a leader in the international higher education sector in Malaysia.

As a self-accrediting University, we attract students not just from Malaysia, but from all over the world. Approximately 7,500 students representing almost 70 nationalities are currently enrolled at Monash Malaysia, and enjoy a quality academic experience.

Since our inception, Monash Malaysia has built a reputation for quality, credibility and integrity, and is held in high esteem by our students, alumni, industry and government. We encourage critical thinking to help discover new ideas, reveal new perspectives and devise solutions. We maintain a long and proud tradition of excellence in education, combined with liberal values of enquiry, providing a fertile environment for bright young minds to flourish, and life-long opportunities for those wishing to enhance their education and career.

For further information see: [www.monash.edu.my](http://www.monash.edu.my).

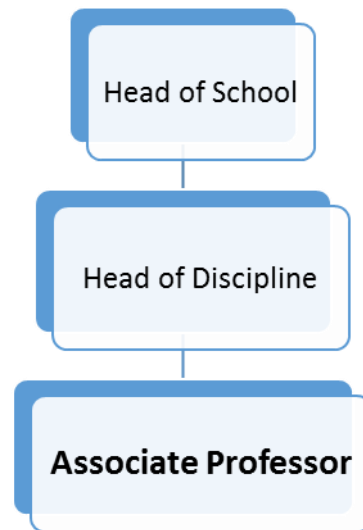
## School of Engineering

The School of Engineering continues to grow rapidly, particularly in the delivery of undergraduate programs, and through the expansion of its facilities and infrastructure. In addressing global engineering challenges of the 21st century, the expansion of research activities in our Malaysian campus is of high priority for the University, reflected by the significant increase of school collaborative partnership with the industry sector, and through the offering of the Higher Degrees by Research, the Master of Engineering Science (Research) and the Doctor of Philosophy (PhD). The School currently has close to 1,500 undergraduate students, consisting of approximately 70 academic staff, and 42 professional and technical support staff.

The School offers the 4-year Bachelor degree in 6 disciplines: [Chemical Engineering](#), [Civil Engineering](#), [Electrical and Computer Systems Engineering](#), [Mechanical Engineering](#), [Mechatronics Engineering](#) and [Software Engineering](#). These are the 6 core disciplines of Engineering, driven by the strong and growing demand for capable graduates in Malaysia, the Asian region and beyond.

In line with the School Development Plan and to meet the thriving market demand, the school has recently started to offer the [Master of Advanced Engineering \(Energy and Sustainability\)](#), a 1-year Master by coursework program.

For further information: [www.eng.monash.edu.my](http://www.eng.monash.edu.my)



## Position purpose

An Associate Professor is expected to make a significant contribution to all activities of the school, campus, faculty and university and play a significant role within the profession or discipline. The appointee is recognised for his/her distinction in the area of discipline.

The appointee will primarily support research and teaching activities in his/her own disciplinary area. S/he will be an innovative researcher with strong and current record of research funding and international quality publications.

- **Reporting line:** The position reports to the Head of Discipline.
- **Supervisory responsibilities:** As assigned by the Head of Discipline.
- **Financial delegation and/or budget responsibilities:** Nil.

## Key result areas and responsibility

The key result areas of Research and Education, Leadership and Management and External Relationships are the basis for the primary duties and responsibilities of the role. The appointee will be expected to contribute to his or her own discipline and every effort will be made to assist with the development of personal and professional links with the appropriate groups of researchers.

A workload will be agreed annually with the Head of Discipline in the Performance Development Plan process. Other duties may be required from time to time as directed by the Head of Discipline.

### Research and Education

- Publish research outcomes in high impact journals.
- Establish a strong program of research capable of attracting external funding and research staff.
- Successfully supervise honours and Graduate Research students to completion.
- Have an active and supportive approach to inter-disciplinary and multi-disciplinary research that will help to foster interactions and links both within the University and externally.
- Lead and co-ordinate research activity in the discipline.
- Support the development and implementation of research strategy in the School.
- Conduct research into learning and teaching methodologies and disseminate best practice within the University and externally.
- Provide leadership in teaching and curriculum development.
- Design, develop and deliver a range of courses/units in the relevant discipline at undergraduate and postgraduate levels.
- Lead the development and clarification of academic standards and quality for the disciplinary area.
- Working closely with the Deputy Head of School (Education) in the development and implementation of teaching and learning strategy.

- Service to the School and Campus in ways which capitalise on experience and seniority.

### **Leadership and Management**

- Foster and facilitate the development of outstanding academic programs, research and research training in the relevant discipline.
- Facilitate the management of the School's undergraduate and postgraduate programs, consistent with the objectives of the Campus.
- Provide innovative and effective leadership in the discipline.
- Contribute to academic and administrative leadership within the School and participate in the development of policy in the School, Faculty and University.
- Strengthen links with relevant faculties and schools within the University.
- Perform administrative and coordination duties that are necessary for the effective operation of programs.
- Actively participate in the administration and strategic development of the School.
- Represent the School's interests, views and needs in the broader Faculty, Campus and University contexts.
- Contribute to the School's talent management agenda through effective mentoring, coaching, supervision and performance management.

### **External Relationships**

- Develop collaborative linkages and provide advice to government, industry and community organisations on relevant matters.
- Liaise with industry to foster collaboration and research opportunities, including funding for postgraduate students.
- Develop collaborations with other research groups in Malaysia and overseas.
- Provide leadership and participate in community affairs to enhance the standing of the discipline, Faculty and University regionally, nationally and internationally.
- Engage in cooperative efforts to develop cross-faculty or multi-disciplinary course proposals and research projects.
- Establish collaborative links with government and professional bodies for the promotion and development of the discipline.

## **Key selection criteria**

### **Essential**

1. PhD in a relevant academic discipline.
2. Eligibility to register as Graduate Engineer with Board of Engineers Malaysia. For details see [http://www.bem.org.my/v3/app\\_graduate.html](http://www.bem.org.my/v3/app_graduate.html).
3. Evidence of scholarly activity of an international standard in the relevant discipline including significant publications in high impact journals, and a demonstrated ongoing high level of commitment to research.
4. Demonstrated ability to generate significant external research income.
5. Considerable record of successful supervision of Graduate Research students to completion.
6. The ability to make a significant contribution to undergraduate and postgraduate programs in the relevant discipline with evidence of innovation in curriculum development, course design and course management.
7. Proven commitment to the delivery of excellent teaching and educational services (in areas such mechatronics, automation and/or manufacturing) to students and to effectively liaise with stakeholders.
8. High level of interpersonal and communication skills and a proven ability to establish good working relationships with colleagues.
9. Demonstrated ability to make a substantial contribution to administration, management and planning at the disciplinary level or higher.
10. Substantial experience in academic administration, including people and program management skills, and the ability to promote a collegial, productive culture and to lead and motivate staff to deliver the required outcomes.
11. Willingness to implement University policies.

### Desirable

1. Demonstrated capacity to provide professional leadership and advice to members of the profession and the wider community on matters relating to the discipline.
2. Registration as a Professional Engineer (PEng) with Board of Engineers Malaysia. Applicants with this PEng qualification will have an added advantage.

### Other job related information

Participation in key events for the Campus and School, as required:

- Monash Open Day and Graduation Ceremonies.
- Campus enrolment and induction sessions as the School's representative.
- Campus, School and Discipline functions that may take place after normal office hours.

### Further Information

Confidential enquiries regarding the position may be made to:

Name/Position	Discipline	Contact Details
<b>Associate Professor Edwin Tan Chee Pin</b> Head of Discipline	Mechatronics Engineering	Tel: +603 5514 6205 ( <i>Direct Line</i> ) Email: <a href="mailto:tan.chee.pin@monash.edu">tan.chee.pin@monash.edu</a>