Instructions for candidates applying to a tenure-track position in the
DEPARTMENT OF SYSTEMS DESIGN ENGINEERING

Submit your application package via email to:

Professor Lisa Aultman-Hall, Chair
c/o Vicky Lawrence, Administrative Assistant to the Chair

Tel: (519) 888-4567 x36086
Email: sydeaac@uwaterloo.ca

Please include all of the following in your application package:

1. **Cover Letter**

2. **Candidate’s Statement**

   Provide a brief explanation as to why you have applied for a position in Systems Design Engineering, and how expect to contribute to the academic development of the department. Your statement should explicitly address
   - Your Research Plan
   - Statement of Teaching Philosophy and Goals

3. **A full Curriculum Vitae**

   If not already in your CV, provide a summary of courses taught, listing the number of students and any evaluations; a description of your contributions to course development; a list of the students you have supervised at the graduate and undergraduate levels along with thesis and project titles.

   If not already in your CV, please provide an employment history with a chronologically complete listing of occupations (company, job title, dates of employment), and a summary of the relevance of your employment experience vis-à-vis the position being applied for.

4. **Reprints**

   Up to three reprints of journal articles in a field related to the position being applied for.

5. **References**

   The names and contact information for at least three references