

Job Profile

| | | | |
|--------------|---|--------------|-------|
| Designation: | Assistant Manager – IPR & Research Coordination | Department: | R & D |
| Level: | 3B | Sub-Function | IPR |

| | |
|--|---|
| <p>Job Role: The position shall report to senior management at corporate HQ and work as an independent contributor collaborating with R&D, product development and Regulatory affairs.</p> | |
| <p>Job Responsibility:</p> <p>Will be responsible for IPR and Research Coordination:</p> <ul style="list-style-type: none"> ▪ To draft IPR related documents for filings and regulatory requirements. ▪ To do secondary research on IPR searches and provide information to the management ▪ To work on documentation related to IPR portfolio management and R&D ▪ To prepare analytical reports and maintain MIS ▪ To support senior management on various matters relating to R&D coordination | |
| Relevant Experience: | 1-2 years. Work experience in IPR management in law firms or R&D institutions preferred. |
| Relevant Qualification: | <ul style="list-style-type: none"> ▪ Graduate in Science with PG Diploma in IPR law or Graduate in law with specialization in IPR. ▪ Well versed in IPR patent database searches and experience in understanding and drafting IPR related documents ▪ Professional level computer skills in MS office suite and MIS reporting. ▪ Good oral and written communication skills |