

**Vacancy:**

**Intellectual Property (IP) Specialist**

**Remuneration: £30k - £40k + bonus**

**Company Background**

IP Pragmatics ([www.ip-pragmatics.com](http://www.ip-pragmatics.com)) is an established management consultancy specialising in all aspects of early stage technology development and exploitation support for its clients. Additionally we provide clients with intellectual property related management services including the provision of patent and trademark renewal payment services. The company is headquartered in London, UK and has offices in Edinburgh, Scotland and Sydney, Australia. We also have strategic partners in Japan and North America.

The consulting team works with universities, government research institutes and technology-based companies (SMEs to multinationals) assisting with intellectual property based technology commercialisation. Our services include:

- Intellectual property auditing
- Patent management strategy and tools
- Patent landscaping analysis
- Annuity and patent renewal payments
- Market research
- Valuations
- Technology commercialisation
- Business development and licensing

Further details of our work can be found on our website – [www.ip-pragmatics.com](http://www.ip-pragmatics.com).

This vacancy is a permanent appointment based in London with the prospect of considerable growth in responsibility and experience over the medium to long term. As we are a small company you will have the opportunity to gain experience with all aspects of the business.

**Job Description and Requirements**

We are seeking an IP Specialist with a background in science and intellectual property. The job holder will be expected to work within a dynamic consulting team on a range of projects for existing clients. This will primarily include assisting with patent searching and IP analytics including patent landscaping and freedom to operate analysis.

Key responsibilities include:

1. Working with the consulting team to provide key intellectual property insights which need answering for clients
2. Identify and build databases of information using leading patent search tools
3. Acquire relevant information on client and third-party patent portfolios
4. Summarise information and discuss with principal consultants and, if required, clients
5. Generate and disseminate insightful reports and summaries
6. Attendance at seminars, conferences and trade shows of relevance to IP Pragmatics
7. Assist in the day to day running of IP Pragmatics by; coordinating meetings; liaising with clients; and contributing to the general administration
8. General responsibilities:
  - a. Liaising with IP Pragmatics principal consultants on work progress and scope
  - b. Assisting in the marketing of IP Pragmatics capabilities to potential new clients
  - c. Being an active part of the Pragmatics team and contributing to its long-term vision

We are seeking a self-starter with a good technical background in a life science discipline and experience in intellectual property administration and analytics.

The job presents an opportunity for a new graduate or individuals with 2-4 years post graduate experience to significantly enhance their intellectual property consulting experience whilst working on a variety of projects for many different research and commercial organisations. All of this whilst working in a small, dynamic, friendly and ambitious company.

### **Essential Skills & Experience**

- Science degree, preferably life science (such as plant science, cell biology, biochemistry, neuroscience etc)
- Post graduate qualification or equivalent experience in management of intellectual property and/or law
- Strong analytical and interpersonal skills
- Flexibility to work in different technology fields
- A client-facing approach
- Excellent presentation and written communication skills
- Intermediate to advanced working knowledge of Microsoft Office applications including Word, Excel, Outlook and Powerpoint
- Good organisation and time management skills, and ability to multi-task
- Self-motivated and ability to prioritise tasks
- Good attention to detail
- Demonstrable initiative and capable of working independently with minimal supervision
- Proven planning skills and delivery of tasks against deadlines
- Ability to manage a varied workload

**Additional Desirable Skills & Experience**

- Knowledge of intellectual property analytics including IP valuations
- Experience of using patent analytics databases such as Derwent Innovation or Orbit Intelligence.

**Location:** London

The job holder will be expected to work from our London office located in the city centre and combine this with occasional travel to client locations as necessary.

**The job holder will need to already have the right to work in the UK.**

**Start Date:** Flexible to meet the selected candidate's requirements.

**Benefits Package**

In return you will be working in a collegiate and flexible environment with an excellent benefits package and ongoing training support:

- 25 days holiday
- Flexible working hours
- Generous bonus scheme (% based on performance)
- Life Assurance
- Contributory pension scheme (8% company contribution)

**Applications**

Closing date: Friday 8<sup>th</sup> February 2019

Applications, including full CV, and current salary, should be submitted by email to [rupert.osborn@ip-pragmatics.com](mailto:rupert.osborn@ip-pragmatics.com).

Interviews are expected to take place in the week commencing 18<sup>th</sup> February 2019 (with flexibility if selected candidates are not able to make these dates).

For additional details and/or to discuss the job requirements please call:

Rupert Osborn (0203 176 0580)