

JOB DESCRIPTION

Position Title	AM – IPR
Company	Gujarat Fluorochemicals Ltd.
Grade / Level	IV
Division / Department	Intellectual Property Rights (IPR)
Location	Noida

1. JOB PURPOSE

The position will support the Product development and technology development team to ensure creation, maintenance and defense of a strong IP position, protection of know-how and risk management by understanding infringements and conducting appropriate searches. In-house IP team development for GFL and making IPR work more efficient, time saving and more qualitative IP output, for assisting in IPR activities

2. ORGANISATIONAL CHART

This position shall report to AVP - IPR. He will work closeley with Location Noida, Dahej and Ranjit Nagar to ensure IPRs are in place and in robust condition.

3. PRINCIPAL ACCOUNTABILITIES

Accountabilities	Major Activities	KPI
Protection of IP assets	<ul style="list-style-type: none"> Ensure protection and defence of intellectual property including Know- How Harvest and evaluate invention disclosures, initiate novelty searches and support analysis of data Ensure registration, enforcement, maintenance and defence of trademarks Draft patent application and prosecution thereof Defend IP rights attack from 3rd parties Assist in review of patents and trademarks Identifying IP infringements and enforcing patents and trademarks 	Nil reported infringement
IP Risk Management	<ul style="list-style-type: none"> Conduct patent Landscaping and freedom – to – operate evaluation pertaining to company product portfolio Conduct patentability searches, literature search, IP analysis Ensure proper IP risk management to enable product launches – Patentability assessment, patent drafting, filing, and online PCT filing. Define and take countermeasures vs. competitors IP and intelligence FTO analysis, opposition/Invalidation actions, joint development, IP DueDiligence etc. Evaluate IP concerns at early-stage product selecting, key blocking patents by innovator, market exclusivity studies (SPC, NCE) 	Nil incidence of filing violations and rejections
Scientific Information Management, Patent Filing and IP Awareness	<ul style="list-style-type: none"> Support with respect to all search requests including patent information. Drafting, filing and prosecution of Patents in different jurisdictions worldwide IP Counselling to R&D teams, prior art searches, infringement, white space and patentability analysis. Use database to retrieve external information relevant to the Company Keep all stakeholders updated of major IP legal developments Perform IP awareness training for R and D and technology team Understanding of US, EP, PCT, CN, IN Patent Laws and Procedures Literature searches using various databases using Data Mining Tools 	Quality of search
Protection of IP assets	<ul style="list-style-type: none"> Ensure protection and defence of intellectual property including Know- How Harvest and evaluate invention disclosures, initiate novelty searches and support analysis of data Ensure registration, enforcement, maintenance and defence of trademarks Draft patent application and prosecution thereof. Defend IPR rights attack from 3rd parties Draft IP agreements. Assist in review of patents and trademarks Identifying IP infringements and enforcing patents and trademarks 	Nil reported infringement

SKILLS AND KNOWLEDGE

Educational Qualifications

- **Minimum Qualification – Ph.D. Chemistry/M.Sc Organic Chemistry/ Polymer technology**
- **Preferred Qualification –**
 - PG Diploma in Intellectual Property Rights
 - Patent Agent (Advantage)-Optional
 - Trademark Agent (Advantage)- Optional
 - Degree in Law preferred

Functional Skills

I. Functional Skills:

Intellectually rigorous with the ability to keep oneself up to date with all latest developments in the IP domain

Excellent drafting ability and communication skills

Thorough understanding of Patent and Trademark in different countries

Hands On experience and expertise in Searches and use of data mining tools

Must have the ability to work with multiple stakeholders and meet expectations

II. Technical Skills:

- a. Patent searching-Infringement searches, FTO searches, patentability; Prior art searches
- b. Patent drafting
- c. Patent prosecution (Drafting response to FER, Attending Hearing till grant)
- d. Trademark filing, Trademark prosecution; miscellaneous activities (NDA's reviews etc.)

Relevant and total years of Experience

- At least 2-5 years in the IPR Industry (working exp. With Chemical or Pharma or Agrochemical industries.) Preference to candidates with background of EV/Hydrogen/Solar/ fluorospeciality/ fluorochemicals/ Polymers Chemistry

Safety, Health & Environment Responsibilities for Supervisor and Executives:

- Conduct proper and on time Orientation and Training of Employees
- Enforce Safe Work Practices
- Correct Unsafe Conditions
- Prevent Lingering Unsafe or Unhealthful Workplace Conditions or Hazards
- Investigate Workplace Accidents
- Promote Quick Return to Work