



### Job Details for Executive – Intellectual Property Services

<b>Job Location:</b>	Pune
<b>About the Company</b>	<p>Venture Center is a national award-winning technology business incubator. We focus on building startups that use science and technology to deliver products and services which have a considerable socio-economic impact on society. Join us if you are curious, entrepreneurial and want to make an impact.</p> <p>Venture Center is the trademark of Entrepreneurship Development Center, a not for profit incubator, based in Pune. For more information, go to <a href="http://www.venturecenter.co.in">http://www.venturecenter.co.in</a></p>
<b>Job Description</b>	
<ul style="list-style-type: none"> <li>• Engage with clients and partners requiring IP related services</li> <li>• Contribute to IP drafting and filing</li> <li>• Contribute to IP analytics, opinions and assessments</li> <li>• Contribute to IP awareness and training sessions</li> <li>• Contribute to interactions with academia and industry in offering other IP related services, agreements, etc</li> <li>• Willingness to contribute to business development efforts for IP services</li> </ul>	
<b>Candidate Profile</b>	
<ul style="list-style-type: none"> <li>• Foundational degree in Biology / Microbiology / Biotech or related disciplines in sciences and engineering.</li> <li>• Experience of 1-5 years.</li> <li>• Preference will be given to registered Patent agents.</li> <li>• Preference will be given to candidates with formal training in IP/ Patents either via academic programs or work experience.</li> <li>• Candidates need to demonstrate keenness to build a career and professional networks in IP and tech transfer.</li> </ul>	
<b>Employment Status</b>	Full Time

#### General requirements and expectations from Venture Center employees:

- Venture Center is a non-profit organization with aims to benefit society by promoting entrepreneurs and start-ups. Thus, Venture Center seeks employees and consultants who have a strong interest and passion in seeing technology innovators, entrepreneurs and start-ups succeed, and have a strong "service" ethos.



- A strong feature of Venture Center jobs is the rich learning environment and opportunity provided to employees to experiment, take initiative and be creative. The work of most employees has visible impact which can be satisfying. All employees benefit from access to high quality facilities and work environments. Compensation packages can be flexible but are often conservative due to Venture Center's non-profit status.
- General requirements include: a) strong ethical standards and work ethics, b) comfort with computers, computer applications and internet, c) strong communication skills – spoken and written.
- Venture Center's working hours are 9 AM – 6.00 PM (Monday to Saturday) and are designed to keep operations of Venture Center convenient for the start-ups, entrepreneurs, inventors and others that the organization serves. Managers in certain functions are provided the opportunity to avail of flexible hours. All jobs are located at Pune, Maharashtra, India.