



CENTRE FOR INDUSTRIAL CONSULTANCY AND SPONSORED RESEARCH
INDIAN INSTITUTE OF TECHNOLOGY MADRAS
CHENNAI – 600 036

Advertisement No.: ICSR/PR/Advt.113/2021 Dated: 05/02/2021

Applications are invited for the following temporary post of **Sr. Executive - Patent Analytics** and **Manager – IP Marketing** in the Centre for IC&SR, IIT Madras.

Duration: Initially for a period of One year, extendable based on the performance.

S.No	Post	Qualification /Experience	Pay Range
1	Sr. Executive - Patent Analytics	Candidates with Engineering or Science degree in Mechanical/Electronics/ Electricals/ Computer Sciences / Chemical / Metallurgy having prior experience of about 3-5 years in Patent Analysis or Patent Search shall apply.	Rs.30,000/- pm to 40,000/-pm
2	Manager - IP Marketing	Engineering background from a reputed institution with an MBA in marketing. Minimum 6 – 8 years of experience in Sales & Marketing in B2B markets.	Rs. 40,000/- pm to 50,000 /-pm

About Organization:

IIT Madras – Is a premier Engineering and Research institution ranked No.1 in India for the past four consecutive years.

Faculty, staff and students of IIT Madras are engaged in Research & Development work of diverse nature. Many of these R & D Programs lead to evolution of intellectual property (IP) in the form of patents, know-how, copyrights, designs, instruments, devices, processes, specimens, software and other inventions, which can be commercially exploited either with or without registration under the Patents Act/Copyright Act. Such a commercial exploitation can be of considerable socio-economic benefit to the country. The Institute, therefore, encourages the protection and licensing of such IP to organizations which can effectively utilize the same for commercial exploitation.

Job Description

Position-1

Senior Executive - Patent Analytics

Location - Chennai

Required Qualifications/Skills/Experience

- Candidates with Engineering or Science degree in Mechanical/Electronics/ Electricals/ Computer Sciences / Chemical / Metallurgy having prior experience of about 3-5 years in Patent Analysis or Patent Search shall apply.
- Candidates with prior work experience/ relevant knowledge in the area Intellectual Property Rights (IPR) are encouraged.
- Registered Patent Agents are preferred.
- This position is on contract and renewable based on performance of the candidates.

Primary Responsibilities

The candidates shall be working on Patentability Searches and Qualitative Analysis of patents. The primary responsibilities include: -

- (a) Conduct patent and non - patent literature searches from paid databases (Questal Orbit, Derwent Innovation etc.) for preparing Patentability/Novelty reports, generating Technology Landscapes, Freedom to Operate, Validity/Invalidity and Infringement reports.
- (b) Analyze technical information in IDF and help inventors in performing PRE-IDF and POST-IDF searches.
- (c) Prepare different types of technical search reports, documents and deliverables as required based on the analyzed data.
- (d) Develop data visualizations using graphs, charts, and tables to communicate outcomes to inventors and institution heads.
- (e) Facilitate data request in required format to fulfil internal and external requirements and develop reports on request from government departments in appropriate format.

- (f) Perform detailed review of current IP status and periodically update due diligence reports in online portal.
- (g) Conduct IP audits for quality checks to identify and resolve of data errors.
- (h) Manage internal IP database, coordinate with various departments/teams to identify, extract and organize IP data to support Analytics team in their activities.
- (i) Co-ordinate with various departments/teams to identify, extract, and organize IP data to support Analytics team in their activities.

Position: 2

Job Description

Manager - Intellectual Property Marketing

Location - Chennai

Educational qualifications: - Engineering background from a reputed institution with an MBA in marketing.

Experience: - Minimum 6 – 8 years of experience in Sales & Marketing in B2B markets.

Desired Skillsets: B2B Marketing, Exposure to services marketing, Business Development, Ability to go through the full sales process independently up to business closure. Excellent oral and written Communication skills. Negotiating capabilities.

Job Summary:

- Lead Generation: Identifying new sales leads and pitching the IP assets to the potential customers.
- Engaging the customer through the sales process and work through the sales pipeline.
- Negotiating the commercials favorably.
- Use IT tools for sales productivity.
- Knowledge in Intellectual Property Rights will be an advantage.
- Good Customer Relationship Capabilities.
- Good Team player

General Instructions to the candidates:

- All the positions are on purely contract basis.

- Only eligible candidates are requested to apply for the above said post.
- The completion of the period of contract will not confer any right for further extension, regularization, permanency at the Institute.
- Candidates should apply online only in the website <https://icandsr.iitm.ac.in/recruitment/>- **(Please check the advertisement number Advt.113/2021 displayed and submit the application for the relevant position).**
- Separate application has to be filled for each post.
- The system will accept single application only with the registered login ID (email) for an advertisement, hence the candidate is requested to select the multiple positions (In case, he/she wishes to apply for more than one position) before the submission of application.
- The application cannot be edited, reverted once it is submitted.
- Candidates should not attempt to apply twice for the same post. If multiple applications are received from a candidate for the same post, his/her candidature will liable to be rejected.
- Candidates should follow the prescribed procedure for submission of online application.
- Candidates are advised to fill their correct and active e-mail addresses in the online application as all correspondence will be made by the Institute through e-mail only.
- The candidates applying for any post should ensure that they fulfil all the eligibility conditions for the post. Their admission to any stage of the selection process will be purely provisional subject to confirmation that they satisfy the prescribed eligibility conditions. Mere issue of registration certificate / call letter to the candidate will not imply that his/her candidature has been found eligible.
- After successful online submission of application, a print out of the application form must be obtained and submitted when called for test. It will be required at the time of document verification/test/interview. Hard copy of the application is NOT to be sent to the Institute.
- Candidates must be citizens of India. Persons who have migrated from Pakistan with the intention of permanently settling in India or subjects of Nepal are also eligible, but in their case a certificate of eligibility from the Government of India will be necessary for appointment. Such candidates should apply to the Government of India in the Ministry of Home Affairs for necessary certificate and furnish satisfactory proof of having so applied.

- The prescribed qualifications are minimum and unless specified, they are required for consideration for the post, even if higher qualification has been acquired and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview.
- Relevant experience gained after the minimum qualifying degree will only be taken into consideration. Minimum requirements of qualifications and/or experience can be relaxed in respect of exceptionally outstanding candidates.
- The experience required is relaxable at the discretion of the Institute in the case of candidates belonging to the Scheduled Caste / Scheduled Tribe, if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
- The Institute reserves the right to restrict the number of candidates for written / skill test / interview to a reasonable limit on the basis of qualifications, level and relevance of experience higher than the minimum prescribed in the advertisement and other academic achievements. The Institute also reserves the right of rejecting any or all the applications without assigning any reasons therefore.
- Calling a candidate for test/interview merely indicates that it is felt that he/she with others may be suitable for the post and conveys no assurance whatsoever that he/she will be recommended or selected or his/her conditions specified in the application will be accepted.
- Candidates will be short-listed for Test/Interview on the basis of the information provided by them in their online applications. They must ensure that such information is true. If at any subsequent stage or at the time of Test/Interview any information given by them or any claim made by them in their online applications is found to be false, their candidature will be liable to be rejected.
- The Institute shall verify the antecedents or documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has clandestine antecedents/background and has suppressed the said information, then his services shall be liable to be terminated.
- In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.
- Applicants who are working in **any one of the Project at IIT Madras**, must apply through proper channel otherwise they will be required to produce No-Objection Certificate at the time of document verification/Test/Interview. Candidates without NOC will not be permitted to appear for Test/Interview.

- Candidates may send testimonials from persons intimately acquainted with their work and character. If the applicant is in employment, he/she should submit testimonials from the most recent employer or immediate superior as a referee.
- The Institute has a right to decide the mode of screening and testing the applicant for short listing and selection.
- The Institute solely reserves the right not to fill any advertised position without assigning any reason
- Only shortlisted applicants will be contacted.
- No correspondence whatsoever will be entertained from candidates regarding conduct and result of test/interview and reasons for not being called for interview. Canvassing in any form will be a disqualification.
- The crucial date for determining the eligibility criteria for all candidates in every respect shall be the prescribed closing date for submission of online application.
- The Institute strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
- Any corrigendum/clarifications on this advertisement, if necessary, shall be uploaded on website and no separate communication will be sent for this purpose.
- **The last date for submission of online application is 19/02/2021.**
- If there is any issue to submit the application please send E-mail to : recruitment@imail.iitm.ac.in / icsrrecruitment@iitm.ac.in **Contact: 044- 2257 8357** on all working days from **9.00 AM to 05.30 PM (Monday to Friday – except National Holidays)**. (Please note, only technical issues will be accepted – No interim correspondence with reference to the selection process will be considered).
- **Instructions to apply online:** - Eligible applicants would require to register and apply online through <https://icandsr.iitm.ac.in/recruitment/> and submit the application.

Sd/-

Senior Manager –HR
Centre for IC&SR
IIT Madras