**Intellectual Property Attorney Job Description Template**

[Insert company name here] is an established and successful law firm specializing in [insert key areas of focus here]

We’re looking for an Intellectual Property Attorney to help the growing, innovative, patent practice. This position is responsible for the completion of billing and patent-related tasks, helping to prepare and prosecute patents for some of the largest and most innovative technology companies in the world.

### Roles & Responsibilities

Responsibilities include, but are not limited to:

* Patent Drafting in the field of [insert specific field here], patent prosecution and post-grant proceedings
* Intellectual property related advice and counsel in the field of telecommunications
* Patentability searches and infringement analysis in the field of telecommunications
* Reviewing invention disclosures and advising on patentability issues in the field of telecommunications
* Filing and prosecution of local and foreign patent applications
* Advising and counseling clients regarding all intellectual property matters
* Drafting agreements, clearances, NDAs, licensing, transaction support, and litigation support

### About you

* [insert number of years] years of experience researching substantive and procedural legal issues in federal court litigation and inter partes review proceedings before the [insert patent and trademark office name]
* Experience assessing life sciences patent portfolios (or other patent advising/prosecution work)
* Experience conducting pre-suit infringement and drafting and responding to litigation matters including pleadings and written discoveries, drafting discovery motions, summary judgement motions, supporting briefs, assistance with Markman hearings, depositions, and inter partes hearing
* Background or degree in biochemistry, chemistry, biology, molecular biology, and related fields  
  [insert patent and trademark office name] admission
* JD received with excellent academic credentials

### What you’ll get in return

The firm offers a generous benefits package along with compensation based on experience level and client orientation.

* Competitive compensation based on experience
* Medical insurance plan
* Dental insurance plan
* Vision insurance plan
* Contribution to life insurance plan
* 401k profit sharing
* Parking reimbursement
* Social, charity, and wellness events

To apply for the role or have a confidential discussion, contact us on [insert recruiter email address] or [insert recruiter phone number]