**Patent Agent 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 a Patent Agent to engage with scientific and business leadership to create world-class intellectual property protection.

### Roles & Responsibilities

Responsibilities include, but are not limited to:

* Interacting with the research and developments teams to identify new intellectual property and to secure protection on existing inventions
* Drafting, prosecuting, and maintaining a worldwide patent portfolio
* Leading or contributing to technology and patentability assessments, and infringement analysis
* Supporting the transactional team
* Communicating with scientific and executive leadership teams
* Taking on new challenges, as they arise

### About you

* Exceptional legal research and analytical skills a must.
* Solid knowledge of international intellectual property laws and practices
* [insert number] years of experience with large molecule patents
* Ph.D. in a relevant field
* Excellent analytical, verbal, and written communication skills
* Ability to multitask

### 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]