

## POSITION DESCRIPTION

<b>Position Title:</b>	Lawyer
<b>Hours of Work:</b>	Full time
<b>Reports to:</b>	Executive Lawyer, Patent and Trade Mark Attorney
<b>Division:</b>	Legal

### 1. Position Objective

- 1.1 Reporting to the Executive Lawyer, Patent and Trade Mark Attorney, the Lawyer is responsible providing accurate, concise and timely intellectual property services (with a focus on patent FTO, advice, strategy, commercialisation and litigation services, together with some trade mark services) to Pearce IP's clients, with a focus on clients that operation in the pharmaceutical, biopharmaceutical and life sciences industries.

### 2. Key Responsibilities

- 2.1 Provide legally sound, independent, practical and appropriate patent and trade mark advice to Pearce IP's clients taking account of alternative approaches and solutions;
- 2.2 The timely provision of advice, as measured by response within client deadlines, or in managing client's expectations and a low incidence of reminders;
- 2.3 Global freedom to operate patent review and advice;
- 2.4 Developing litigation strategies in Australia and overseas;
- 2.5 Managing contentious disputes in Australia;
- 2.6 Proactively identifying patent and legal risks and opportunities for clients, and suggesting solutions;
- 2.7 Identifying times when it may be necessary to refer matters to other legal advisors, or where Pearce IP may subcontract matters to the other legal advisors, on the basis of lack of capacity, expertise or jurisdictional qualifications;

- 2.9 Identify potential clients and suggest and implement strategies for targeting clients, enhancing Pearce IP's public-facing communications, and business growth;
- 2.8 Identify, report and manage risks across all areas of responsibility including the identification of emergent risks as they become apparent;
- 2.9 Establish and foster solid working relationships with fellow members of the team;
- 2.10 Attend and actively participate in team, and company meetings as required;
- 2.11 Adhere to the Corporate Values at all times, ensuring professional conduct and confidentiality is always maintained;
- 2.12 Ensure compliance with Pearce IP's Policies, Procedures, Systems and Processes;
- 2.13 Participate in, and promote a team environment based on, supportiveness, development, sharing and effective communication;
- 2.14 Convey a positive and professional image of Pearce IP and its services;
- 2.15 Actively participate in the performance planning and development program, including the development of personal training and career development plans;
- 2.16 Provide a highly professional, responsive and customer oriented approach at all times;
- 2.17 Produce reports, documents and statistics in accordance with established standards and systems, as required and directed; and
- 2.18 Undertake other relevant duties as directed, consistent with the employee's skill, competence and training.

### **3. Key Selection Criteria**

- 3.1 Experience in providing commercially focused patent advice, including strategic advice;
- 3.2 Experience in pre-litigation dispute resolution and patent office procedures;
- 3.3 Patent Litigation in Australia and overseas;
- 3.4 Experience in pharmaceutical/biopharmaceutical/biotech industries;
- 3.5 Confidence in direct client communications and ability to present and 'pitch' to potential clients;
- 3.6 Demonstrated sound judgement in all situations;
- 3.7 Ability to deal with challenging scenarios competently and calmly;
- 3.8 Proficiency in Office 365;

### **4. Qualifications**

- 4.1 Qualifications in law;
- 4.2 Qualifications to practice as a Solicitor in Australia;

- 4.3 Science qualifications in chemical or biological sciences strongly preferred; and
- 4.4 Registered as a Patent Attorney in Australia preferred but not essential.