

SomaLogic

POSITION DESCRIPTION

POSITION TITLE: Patent Agent	FLSA: Exempt	DATE: November 2009
REPORTS TO: Senior Counsel	DEPARTMENT: Legal	

Position Summary:

Primary responsibilities for this position involve patent preparation; coordination of patent prosecution and related matters with outside counsel; and the conduct of patent searches

KEY JOB RESPONSIBILITIES:

- Drafting patent applications
- Managing and overseeing domestic and international patent prosecution
- Assisting in the management of a substantial patent portfolio
- Conducting patent searches
- Other IP matters

QUALIFICATIONS:

Skills, Knowledge and Abilities:

- Excellent written and oral communication skills required
- Exceptional organizational skills
- Ability to manage resources to maintain aggressive timelines
- Self-motivated and detail oriented
- Enjoy working collaboratively as well as independently in a fast-paced, unstructured environment

Education and Experience:

- Ph.D. in biochemistry, chemistry, or a related field
- Minimum of 5 plus years of patent preparation/prosecution experience in a law firm or corporate patent department, preferably in the areas of biotechnology, chemistry, and pharmaceuticals
- Registration to practice before the United States Patent & Trademark Office

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employee(s) will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.