



POSITION

IP Paralegal to Group Patents in Stockholm

HEADLINE

Don't let anything get in the way of a good idea

INTRO TO THE JOB

At Group Patent we make sure great ideas to come to life by ensuring the safety of our IP's, through collaborative efforts and in-depth legal knowledge. Being the guardians of our engineers' creations, we deliver next generation of innovation and competitiveness through business cases and legal frameworks. Now we offer You the possibility to join us in our journey to shape living for the better.

A TYPICAL DAY AT WORK

As the IP Paralegal, You will handle a range of matters such as, case creation in our system, monitor and manage internal actions and official deadlines in each case, prepare documents, manage invention disclosures, investigate bibliographic and internal data and portfolio management. You will also manage meetings, projects with internal clients and budget follow-up. The environment You will be working in is multinational and cross borders – You will be cooperating with colleagues in Italy, Germany and the U.S and support clients across the globe.

WHO ARE YOU

- Proactive – You take charge and find ways to solve Your day-to-day business by being curious, prepared and autonomous
- Problem solver – Facing challenges in work motivates and drives You to come up with smart solutions
- Detail oriented - You enjoy working with details to understand the core of what You are doing as well as making sure everything is correct
- Challenger – You stand for what You believe in and are not afraid to debate disagreements
- Team player – You know that collaboration as well as sharing knowledge and information is the quickest way to deliver successful projects

MINIMUM QUALIFICATIONS

- 2+ years in similar position
- In-depth knowledge of Intellectual Property law and patent law
- Knowledgeable in MS Office 365
- Knowledgeable in IP management systems