

**ADVERTISEMENT FOR INTELLECTUAL PROPERTY OFFICER ON
CONTRACT BASIS FOR RAJIV GANDHI INSTITUTE OF PETROLEUM
TECHNOLOGY (RGIPT), JAIS, AMETHI, UTTAR PRADESH**

Applications are invited from eligible and suitable candidates for the post of Patent Officer at Rajiv Gandhi Institute of Petroleum Technology (RGIPT), Jais, Amethi, Uttar Pradesh. Terms and conditions of this recruitment process will be governed by RGIPT, Jais. The position is on a contract basis, and the candidate offered the position is required to physically report to the office on the RGIPT, Jais, Amethi, for the execution of the duties.

No of Vacancies: One

Emoluments: Consolidated Rs. 60,000 per month (based on experience) + incentives of Rs. 20,000.00 for filing three patents per month.

Duration: 1 year (extendable based on performance)

Age: 40 years

Eligibility and requirements:

Candidates with good exposure to research and development activities, with good knowledge of Intellectual Property Rights, the Patents Act, and the Rules.

1. Essential Requirements

- a) Graduation/Post Graduation in Science, Engineering, and/or Law from a reputed institute having Intellectual Property, Patents Act, and Rules as one of the subjects.
- b) Experience in the field of patent drafting, patent analysis, patent searching, and patent examination, etc., from a reputed institute/organization for a minimum period of 5 Years and filed a minimum of 30 patents.

2. Desirable Requirements

- a) Research experience: 3 years or more from a recognized university or R&D institute/Academic Institute
- b) Qualified Patent Agent and Certification as a Patent Agent (Indian Patent Office)
- c) Drafting experience for Patent Applications for India, PCT, USPTO, EP
- d) In-depth knowledge of Indian and international IP laws (patents, copyrights, designs, etc.).
- e) Proficiency in legal drafting and communication with patent offices.
- f) Strong analytical skills and familiarity with technical research outputs.

Job Description:

The key responsibilities include:

- a) Conducting comprehensive patent searches to evaluate prior art and novelty.
- b) Identification of patentable works from the research activities of students and faculty of the institute. This involves working in close cooperation with faculties and research scholars of the RGIPT.
- c) Create a technology assessment report based on patent search and submit advice for the scope, validity, relevance, and potential infringements to the concerned.
- d) Drafting and filing Indian patent applications, adhering to IP regulations.
- e) Attending Pre-grant and post-grant oppositions.
- f) Creating awareness on Intellectual Property Rights among the faculty and research scholars of the RGIPT.
- g) Preparing responses to First Examination Reports (FER) issued by the patent office.
- h) Managing patent prosecution, resolving objections, and liaising with government offices.
- i) Monitoring and maintaining granted patents.
- j) Handling copyright filings for institutional research and creative works.
- k) Overseeing copyright prosecution to ensure legal protection.
- l) Filing design applications for industrial designs developed at RGIPT.
- m) Managing design prosecution to secure registrations.
- n) Supporting International patent filings in collaboration with international IP frameworks.
- o) Facilitating PCT (Patent Cooperation Treaty) filings for securing International ~~global~~ patent protection.
- p) Assisting with international design filings for securing International design protection.
- q) Drafting IP-related agreements, including licensing and collaboration contracts.
- r) Providing legal opinions on agreements to align with institutional goals.
- s) Vetting of MoUs/NDAs, NOCs, etc., related to R&D
- t) Any other duties assigned by the competent authority.

IMPORTANT INFORMATION / CONDITIONS / INSTRUCTIONS

1. **The Institute reserves the right to-**
 - a. Withdraw the advertised post at any time without assigning any reason.
 - b. Reject any or all the applications without assigning any reasons thereof.
 - c. Not to fill any or all posts advertised.
2. **Place of Posting:** Rajiv Gandhi Institute of Petroleum Technology (RGIPT) Jais Campus, Amethi, Uttar Pradesh.
3. **Type of Engagement:** These positions are purely temporary, and the job incumbent shall be engaged on a contract basis. The job incumbent shall not be eligible to claim any permanent appointment against these posts in the Institute.
4. **Mode of Selection:**
 - a. Shortlisted candidates will be called for a written test/interview/presentation. The final selection will be based on merit, performance in the interview, and relevant experience.
 - b. Mere possession of minimum qualifications does not entitle a candidate to be called for an interview. The institute may restrict the number of such candidates to a reasonable limit based on qualifications and experience, which may be higher than the essential qualifications prescribed herein.
5. Qualifications/ Experiences / Age, etc., as on the last date of submission of applications will only be taken into consideration.
6. Candidates appearing for an interview should bring original certificates and relevant experience certificates.
7. **Leave:** 10 Casual Leaves on a pro-rata basis will be admissible in a calendar year.
8. In case any falsification is found with respect to any of the qualifications/experience, the engagement of the job incumbent will be ended with immediate effect.
9. Police verification and Background check of the job incumbents will be conducted.
10. The Institute will not pay any TA/DA to the aspirant for appearing in the written test/interview/presentation for the post of Intellectual Property Officer.