

**Intellectual Property Specialist
Intellectual Property & Licensing
Boston University Technology Development Office**

The Intellectual Property (IP) Specialist will provide support to the intellectual property & licensing activities of the Boston University Office of Technology Development through work on invention disclosure intake, IP docketing, federal IP compliance, and related IP diligence matters. The IP Specialist will also **work** in the preparation, review, and execution of various IP legal documents such as Technology Disclosure Forms, Inventor Declarations, Powers of Attorney, and Assignment of Rights, as well as various contracts such as Material Transfer, Non-Disclosure, and Inter-Institutional Agreements. The successful candidate must be highly motivated, have attention to detail, good communication skills, and be able to work both in a team environment and independently.

Required Skills:

Bachelor's Degree. Basic office computer skills, including word processing, and database entry & manipulation. Law office experience preferred. Technical background a plus.

If interested, please apply at:

https://bu.silkroad.com/epostings/index.cfm?fuseaction=app.jobinfo&jobid=300544&source=ONLINE&JobOwner=1016891&company_id=15509&version=1&byBusinessUnit=NULL&bycountry=0&bystate=0&byRegion=&bylocation=NULL&keywords=&byCat=&proximityCountry=&postalCode=&radiusDistance=&isKilometers=&tosearch=yes&city=#283227235&jobBoardId=3337