

JOB DESCRIPTION

DRT - Associate

Equivalent: Manager

Reporting to: Head of DRT

Job Summary

The position will involve working within the China Dispute Resolution Group in particular and other practice groups as well to service and expand our services to clients.

Details of Responsibility

- ✓ advising and advocating clients in civil actions or other non-contentious IP cases;
- ✓ attending, pursuing or providing all necessary assistances in criminal IP enforcement actions through PSBs, Prosecutors and Courts

In addition to the litigation work, the position may be required to assist in or manage administrative IP enforcement actions by requests of your line manager or other client managers.

On a general note, the attributes of a Manager as set out in Rouse & Co. International's title structure are as follows:

The position needs the skill of handling the day to day conduct of individual cases and components of larger cases, under the direction and supervision of senior staff. This will include:

- ✓ taking responsibility for direct communications with clients and third parties.
- ✓ supervising and supporting the work of junior staff and colleagues;
- ✓ contributing individually, or in a team, to strategic planning and implementation of client casework and business development initiatives;
- ✓ quickly demonstrating a command of relevant law and procedure.

Requirements to the Job

- ✓ Bachelor degree for English or a dual degree for English & Law;
- ✓ A minimum of 2-3 years' experience in IP field;
- ✓ Good at spoken and written English (equal or above TEM 8 level) ;
- ✓ Good communication skills with different departments;
- ✓ Patient, detail-minded, initiative & self-disciplined;
- ✓ Can work under pressure, a team player;
- ✓ Excellent computer skills (Word, Excel, PowerPoint,etc.)