

## Cell for IPR Promotion and Management(CIPAM)

A professional body under the aegis of Department for Promotion of Industry and Internal trade (DPIIT) which ensures focused action on issues related to IPRs and address the seven identified objectives of the policy. CIPAM assists in simplifying and streamlining of IP processes, apart from undertaking steps for furthering IPR awareness, commercialisation and enforcement. <http://cipam.gov.in>

CIPAM invites passionate and committed individuals to join hands and make a difference.

### **Assistant Vice President**

#### **Job Responsibilities:**

- Provide effective and inspiring leadership by being actively involved in all projects and new initiatives of CIPAM.
- Prepare and implement business strategies of IPR Policy Objectives (Creating IPR Awareness, Generation of IPRS Legal and Legislative Framework. Administration and Management Commercialization of IPR, Enforcement and Adjudication, Human Capital Development
- Execute business strategies with relevant stakeholders and the heads of different departments.
- Overall responsibility and accountability for providing leadership in long-range planning program development, problem solving, and staff development in an administrative department
- Proactive in developing strategies to accomplish objectives and accountability in delivering results.
- Developing, administering and managing budgets.
- Improve the operational systems, processes and policies in support of CIPAM's mission - specifically, support better management reporting, Information Nowand management, business process and organizational planning
- Lead a high performing team of Managers and Assistant Managers to the next level by further developing and implementing a feedback mechanism and working on professional development, and retention strategies.
- Incorporate feedback from the staff and top management and work on multiple iterations of the operating model to meet the objectives of the organization
- Ability/capacity to undertake travel in India and if needed abroad
- Any other responsibility that may be assigned

#### **Eligibility:**

- Any graduate with 10 years or more work experience in project management, operations, management consulting or general management.
- Experience in the field of Intellectual Property, executing campaigns and consultancy
- Strong management skills with demonstrated ability to work effectively in teams as well as independently
- Good communication and presentation skills along with proficiency in Microsoft Office

Last date of submission of applications is **10<sup>th</sup> July, 2019**. Interested candidates should send their updated resume on [cipam-dipp@gov.in](mailto:cipam-dipp@gov.in)