

THE HONG KONG POLYTECHNIC UNIVERSITY

KNOWLEDGE TRANSFER AND ENTREPRENEURSHIP OFFICE

Post Specification

Assistant Director (Intellectual Property Commercialisation) (Ref. 22030403-IE)

Duties

The appointee will be required to:

- (a) lead the development of Intellectual Property (IP) commercialisation and implement strategies to support the exploitation of IP through licensing, start-up/spin-out, and joint venture activities for creating impact to industry and society;
- (b) manage the full lifecycle of commercialisation cases, from identifying new opportunities and evaluating their value and potential, to protecting, developing, marketing, managing risk and concluding commercialisation arrangements;
- (c) undertake business development and networking with local and regional partners and actively engage them for knowledge transfer, commercialisation and institutional development opportunities;
- (d) negotiate and conclude appropriate agreements to cover all aspects of IP commercialisation with all relevant internal and external parties taking into considerations the appropriate risk profiles, financial and legal terms;
- (e) support the IP management section of the Unit to enhance commercialisation and to better protect the University's research outputs;
- (f) render professional opinion on IP commercialisation, IP ownership, patent application, patent litigation and possible resolution of patent disputes to the relevant Committees or/and the Management of the University;
- (g) benchmark IP commercialisation performance against the best practices and the prevailing policies of the other institutions and governments, and identify areas for further improvement;
- (h) assist the Director and Deputy Director of Knowledge Transfer and Entrepreneurship in reviewing and developing policies, guidelines and systems pertaining to IP management and commercialisation;
- (i) assist the Director of Knowledge Transfer and Entrepreneurship in developing strategic business plan for the development of knowledge transfer and entrepreneurship; and
- (j) perform any other duties as assigned by the Director of Knowledge Transfer and Entrepreneurship or his/her delegates.

Qualifications

Applicants should have:

- (a) a recognised degree, preferably in Laws (Intellectual Property and Technology Law) and/or in the relevant subjects such as Science, Engineering, Life Science, Biomedical Sciences, Applied Biology or Chemical Technology;
- (b) at least eight years of managerial/specialist experience in a related field, including proven experience in IP commercialisation;
- (c) sound experience in IP matters related to research and technology transfer, including negotiation and management of IP licensing and IP management agreements;
- (d) strong business acumen and good understanding of internal and external stakeholders/partners to address their needs and concerns;
- (e) experience in and/or network with relevant industries being an advantage;
- (f) an excellent command of both written and spoken English and Chinese, and fluency in Putonghua; and
- (g) good leadership skills, excellent interpersonal and presentation skills.

Remuneration and Conditions of Service

A highly competitive remuneration package will be offered. Initial appointment will be on a fixed-term gratuity-bearing contract. Re-engagement thereafter is subject to mutual agreement. Applicants should state their current and expected salary in the application.

Application

Please send a completed application form by post to **Human Resources Office, 13/F, Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon, Hong Kong** or via email to hrstaff@polyu.edu.hk. Application forms can be downloaded from https://www.polyu.edu.hk/hro/careers/guidelines_and_forms/forms. If a separate curriculum vitae is to be provided, please still complete the application form which will help speed up the recruitment process. **Consideration of applications will commence on 18 March 2022 until the position is filled.** The University's Personal Information Collection Statement for recruitment can be found at https://www.polyu.edu.hk/hro/careers/guidelines_and_forms/pics_for_recruitment.

4 March 2022