



# Careers in IP



Trade Marks



Mechanical  
Engineering



Chemical



Life Sciences



Electrical  
Engineering



Physics



Designs



Formalities



Renewals



Management  
& Support



Accounts

# Is a career in IP for you?

## Who are Wynne-Jones?

We are a vibrant, dynamic, modernising and fast-moving Intellectual Property (IP) firm with an enthusiastic, talented and highly motivated team of positive and like-minded individuals. We have been helping clients to protect their IP for over 50 years and we are one of the fastest growing IP firms in the UK.

Wynne-Jones has many competitors who offer similar intellectual property services. How does Wynne-Jones stand out? We talk directly to our clients in an approachable and no nonsense manner. We are informal, fun and friendly- like a cool, knowledgeable professor. This is the Wynne-Jones way.

At Wynne-Jones we pride ourselves on the forward-thinking environment that we have created. Our working environment is continuously evolving and we are far removed from what you

might find in a traditional IP firm. Our environment encourages career progression, professional development, contribution and inclusion in on-going projects whilst at the same time ensuring all staff feel supported and able to thrive.

Wynne-Jones is also proud to have the Wynne-Jones training academy, a programme developed to provide training in both IP law and business management.

Through our reputation and strong commitment to client care, we work with many exciting clients all over the world including individual inventors, world-renowned blue-chip organisations, Russell Group Universities and SME's who are at the forefront of innovation.

As a trainee patent attorney under the Wynne-Jones training academy, you'll get to work with inventors at the cutting edge of technology and household brands.

### A selection of clients that we work with:



# Our UK Offices



Together, the teams across our offices are united in their mission to achieve the goals of Wynne-Jones.

**1 London**  
Level 17, Dashwood House  
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EC2M 1QS  
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EFax : +44 (0) 1242 224 183  
E : london@wynne-jones.com

**3 Cheltenham**  
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EFax : +44 (0) 1242 224 183  
E : cheltenham@wynne-jones.com

**2 Cardiff**  
Ground Floor, Capital Building  
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**4 Telford**  
e-Innovation Centre  
University of Wolverhampton  
Priorslee  
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T : +44 (0) 1952 930 123  
Efax: +44 (0) 1242 224 183  
E : telford@wynne-jones.com

## IP PARALEGAL / LEGAL ASSISTANT

### 1 THE WORK – WHAT WOULD I DO?

The main role of a paralegal is to support attorneys in their work. As a result, they are involved in a lot of different aspects of the legal profession.

Paralegals;

- Assist attorneys with legal duties related to patent, trade mark, design and copyright law
- Research and draft legal documents, preparing for trials and filing patent, trade mark and design registrations.

Your work would be done under the direction and supervision of an attorney, and you won't be permitted to provide legal advice to clients.

### 2 WHERE COULD I WORK?

- In a private attorney practice
- Within a company, as part of a legal team

### 3 WHEN WOULD I WORK?

Work is mostly done during the day (Monday-Friday), although it can be dependent on workload

### 4 SKILLS – WHAT DO I NEED TO BE ABLE TO DO?

- Write clearly and concisely
- Analytical
- Attention to detail
- Use a computer
- Be trustworthy
- Be organised
- Be a good problem-solver
- Good research skills
- Respectful of confidentiality
- Work to deadlines
- Work with/Talk to people

### 5 TRAINING – WHAT WILL I NEED TO LEARN? WHERE COULD I LEARN?

- Your employer will usually provide on-the-job training including administration procedures, legal secretarial training, company procedures, case management systems, and in-depth training in a particular area of law
- You can also study for paralegal and legal secretarial qualifications whilst you are working
- Paralegal Practice courses are available from the Chartered Institute of Legal Executives, Institute of Paralegals, the National Association of Licensed Paralegals amongst others
- CIPA or CITMA for Patent/Trade Mark Administrator Training

### 6 THINGS TO THINK ABOUT

- Will need to have a good understanding of the law and the legal system
- Will need good level of general education
- Will have to talk to people in person/on the phone/via email
- Will need to keep up to-date with relevant legal changes
- Will work in one place, although travel between offices and to clients will be required
- Will be busy

# PATENT ATTORNEY

## 1 THE WORK – WHAT WOULD I DO?

You'll get to work with inventors at the cutting edge of technology and household brands. Patent attorneys draft detailed descriptions of inventions and apply to register these using the national and international Patent Offices. They also deal with conflicts and infringements of their clients' patent rights. Many patent attorneys also practice in the field of industrial designs.

## 2 WHERE COULD I WORK?

- In a private attorney practice
- Within a company, as part of a legal team (called an in-house attorney)
- Freelance
- Set up own agency (once qualified)

## 3 WHEN WOULD I WORK?

Work is mostly done during the day (Monday-Friday), although it can be dependent on workload

## 4 SKILLS – WHAT DO I NEED TO BE ABLE TO DO?

- Write clearly and concisely
- Analytical
- Attention to detail
- Be trustworthy
- Be organised
- Use a computer
- Problem-Solving
- Respectful of confidentiality
- Work to deadlines
- Work with/Talk to people

## 5 TRAINING – WHAT WILL I NEED TO LEARN? WHERE COULD I LEARN?

To start training, you normally need:

- A degree in science, technology, maths or engineering
- Legal qualification in intellectual property
- Patents are becoming increasingly international, therefore knowledge of French, German and increasingly Japanese and Chinese, although not essential, is also highly valued
- In-house training in an attorney's office or in a company patent department, supplemented by other studies

## 6 THINGS TO THINK ABOUT

- Will need qualifications
- Will have to talk to people in person/on the phone/via email
- Need to keep up to date with information
- Will work in one place
- Will be busy
- Getting the necessary legal skills to be an attorney is usually by means of in-house training in an attorney's office or in a company patent department, supplemented by other studies
- It is usual for a person entering the profession to take four or five years to qualify
- Academic training is also available, particularly Certificate and Master's courses in intellectual property run by Queen Mary, University of London; Manchester University; Bournemouth University and Brunel University
- During your four or five years of training, you will undertake a number of exams until qualified

# TRADE MARK ATTORNEY

## 1 THE WORK – WHAT WOULD I DO?

A trade mark may be a name, word, slogan, logo, jingle, form of packaging or even a sound, smell, colour or shape. It provides the company, product or service with an easily recognisable identity, and distinguishes the goods or services of one organisation from another.

Trade mark attorneys;

- Advise businesses, and act on behalf of businesses, in matters relating to trade marks, design and copyright
- Provide advice during the development of new trade marks
- Search registers to ensure the proposed trade mark is available and not already in use
- Deal with trade mark infringement

## 2 WHERE COULD I WORK?

- In a private attorney practice
- Within a company, as part of a legal team (called an in-house attorney)
- Freelance
- Set up own agency (once qualified)

## 3 WHEN WOULD I WORK?

Work is mostly done during the day (Monday-Friday), although it can be dependent on workload

## 4 SKILLS – WHAT DO I NEED TO BE ABLE TO DO?

- Write clearly and concisely
- Analytical
- Attention to detail
- Be trustworthy
- Be organised
- Use a computer
- Problem-Solving
- Respectful of confidentiality
- Work to deadlines
- Work with/Talk to people

## 5 TRAINING – WHAT WILL I NEED TO LEARN? WHERE COULD I LEARN?

- Usual route is to take the Certificate in Trade Mark Law and Practice run by Queen Mary (QM). (You will need a minimum 2.2 honours degree) followed by the Professional Certificate in Trade Mark Practice run by Nottingham Law School (NLS)
- Work placements within Firms
- Trade mark attorney trainee positions either in an IP firm or within a company as part of a legal team (called an in-house attorney)
  - applications have to be made to individual firms either by sending a CV and covering letter to selected firms registered with ITMA or in response to adverts. In addition to work in private practice, many of the large law firms now have their own intellectual property departments with trade mark specialists. They tend to advertise mostly in the national press or on their own websites

## 6 THINGS TO THINK ABOUT

- Will realistically be looking at three years training minimum (after completing the QM course, you will be required to keep a training diary for two years as well as undertaking the Nottingham course)
- Will have to talk to people in person/on the phone/via email
- Need to keep up to date with information
- Will work in one place
- Will be busy
- Getting the necessary legal skills to be an attorney is usually by means of in-house training in an attorney's office or in a company patent department, supplemented by other studies
- Academic training is also available, particularly Certificate and Master's courses in intellectual property run by Queen Mary, University of London; Manchester University; Bournemouth University and Brunel University

# 10 things you need to know about being an IP attorney

1 You **do not** necessarily **NEED A PHD**



2 — YOU — **DO NOT** need a law degree



4 You get to use your degree on a **daily basis**



3 You **do not need a first** from Oxbridge/Oxford or Cambridge – different firms require a certain degree level



(usually a 2.1 in a particular subject to demonstrate ability in that field)

6 You are **continuously learning**



5 You get to work with **inventors** at the cutting edge of **technology and household brands**



7 You get to **PROBLEM SOLVE** challenges on a regular basis



8 You get a **decent salary**



10 It's not being a lawyer – that's a completely different profession



9 You get a good **WORK/LIFE BALANCE**



# Useful links

Wynne-Jones IP

[www.wynne-jones.com](http://www.wynne-jones.com)

Intellectual Property Regulation  
Board (IPReg)

[www.ipreg.org.uk](http://www.ipreg.org.uk)

The Chartered Institute of Patent  
Attorneys (CIPA)

[www.cipa.org.uk](http://www.cipa.org.uk)

The Chartered Institute of Trade  
Mark Attorneys (CITMA)

[www.citma.org.uk](http://www.citma.org.uk)

Intellectual Property Office

[www.ipo.gov.uk](http://www.ipo.gov.uk)

OHIM

[oami.europa.eu/](http://oami.europa.eu/)

# The IP profession is a career worth considering.

## **Talk to us**

If you have any questions regarding careers in IP and opportunities with Wynne-Jones, get in touch with our academic administrator, Cate Warren.

**T:** 01242 267 600 | **E:** [careers@wynne-jones.com](mailto:careers@wynne-jones.com)

**W:** [www.wynne-jones.com/the-wynne-jones-ip-academy/](http://www.wynne-jones.com/the-wynne-jones-ip-academy/)

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