

Job Description: Patent Analyst

SagaciousElevate is seeking a **Patent Analyst** to join our **Information & Communication Technologies (ICT) team**. The role involves collaborating closely with inventors, attorneys, and clients to draft **high-quality, technically accurate patent specifications** in domains such as **Computer Science, Electronics, and Communication Technologies**. This position is ideal for individuals who possess strong **technical acumen, analytical thinking**, and a solid **understanding of patent drafting principles and practices**.

Key Responsibilities

- Draft **complete patent specifications** for inventions in the ICT domain (US, EP, and other major jurisdictions).
- Review and prepare **invention disclosures** by liaising with inventors and R&D teams.
- Analyze complex technical concepts and translate them into **clear, well-structured patent applications**.
- Collaborate with internal and external stakeholders (inventors, clients, attorneys) to ensure accurate technical and legal representation.
- Ensure **timely delivery** while maintaining **high quality and compliance** with client and internal standards.
- Maintain accurate **records, documentation, and file management** for all assigned projects.
- Support **peer review and quality improvement initiatives** within the drafting team.

Skills for Success

- Strong **analytical, problem-solving, and scientific aptitude**.
- Excellent **English writing and communication** skills.
- Demonstrated **ownership, accountability, and attention to detail**.
- Ability to **manage multiple assignments and meet deadlines** effectively.
- **Collaborative mindset** with openness to feedback and learning.
- Flexibility to **adapt to new technology areas and international jurisdictions**.

Technical Skills

- Good understanding of **patent laws, drafting standards, and claim construction** (especially for **US and EP jurisdictions**).
- Proficiency in **MS Word, Excel, PowerPoint, and Outlook**.
- Familiarity with **patent databases or IP management tools** (optional but desirable).

Qualifications

- **B.Tech/M.Tech in Computer Science, Electronics & Communication, Electrical Engineering, VLSI, or related fields.**
- Candidates with **Patent Agent qualification** or equivalent certifications will be preferred (optional).

Why Join SagaciousElevate

- Opportunity to work with **leading global clients** and **cutting-edge technologies**.
- Exposure to **structured patent drafting processes and mentorship** from senior patent professionals.
- A collaborative environment focused on **continuous learning and professional growth**.
- Learn scoping of claims from **a future infringement/licensing** perspective while ensuring language for **avoiding 101 rejections**