

Dennemeyer & Associates is an internationally recognized intellectual property law firm with offices in Luxembourg, Munich, Chicago, Tokyo, Melbourne, Warsaw, and Brasov. For more than 50 years, Dennemeyer & Associates has been successfully providing the full range of legal services relating to intellectual property rights (patents, trademarks, copyrights, designs, domain names, IP contracts, licensing and international recordals) together with the Dennemeyer Group, a premier resource for worldwide IP management services.

We are currently hiring new colleagues for our Global Agent Management
Department in Brasov

Procurement Agent (f/m)

Your tasks:

- Apply the evaluation and selection process for IP service providers worldwide and offer input for the future business strategy;
- Negotiate with the service providers in various jurisdictions;
- Ensure the follow up for actions or decisions taken during negotiations;
- Act as a communication bridge between service providers worldwide and operational departments;
- Contribute to the effectiveness of the team by working closely with colleagues in sharing information and responsibilities;
- Demonstrate good knowledge and understanding of services agreements;
- Offer support in clarifying contractual provisions as well as contracting practices to the service providers;
- Update and maintain specific databases efficiently;

Your profile:

- University degree in Law or Economics;
- Interest for Intellectual Property area;
- Experience in purchase field, preferably in services industry;
- Excellent spoken and written English (knowledge of German/French/Spanish would be an advantage);
- Very good command of MS Office (Outlook, Word, Excel), familiarity with databases mandatory;
- Service oriented towards collaborators and colleagues;
- Strong communication and negotiation skills;
- Ability to manage multiple tasks, set priorities and meet deadlines;
- Ability to research, interpret and report complex issues;
- High level of attention to detail and accuracy;
- Willingness to learn;

We offer you:

- A motivating remuneration package including a wide range of benefits;
- The opportunity to build a long-term career in an international environment;
- A welcoming, friendly working atmosphere in which performance is rewarded.

We are continuously aiming at developing our employees and the quality of services offered. We encourage our colleagues to bring their personal contribution to the business and prize their innovation. Dennemeyer offers a friendly, welcoming working atmosphere in which sharing of ideas and respect is valued. Join us and become part of a company culture that embraces diversity and nurtures talent and performance!

If team spirit and initiative are amongst your most prominent strengths and you feel motivated to develop a long-term career in Intellectual Property in a multicultural work environment, **please apply online or via e-mail at jobsromania@dennemeyer.com**, stating clearly the title of the position in the subject.