

# **Parmalat S.p.A.**

## **searches a candidate for the following function**

Function to be held

Direzione Affari Legali

Description

Junior Legal Counsel.

The Junior Legal counsel is primarily responsible for providing a high level of support to the Intellectual Property Manager and the Legal Department. Together with the Intellectual Property Manager, the junior Legal Counsel provides legal advice, documentation and assistance (in accordance with applicable legislation and corporate requirements, practices and policies) to all business units within Parmalat Group (the "Company").

Key Duties & Responsibilities

1. Assist Intellectual Property Manager in managing an intellectual property portfolio (i.e. copyright, trademarks, patents, domain names) by preparing pertinent documents, corresponding with the intellectual property counsels, in maintaining departmental I.P. summary (e.g. registrations and oppositions) and maintaining up-to-date files.
2. Assist Intellectual Property Manager (i) to draft and review designated contracts and correspondence related to the business activity requested from time to time by relevant stakeholders (ii) to process legal requests received from within the Company (iii) to maintain list of material contracts and related correspondence.
3. Assist Intellectual Property Manager to draft and review documents in favour of marketing and pr – communication operations (advertising campaigns, web services –social media – digital projects), R&D operations ;
4. Prepare and submit reports such as quarterly reporting package to the shareholder, Parmalat SpA or other entities, as directed.
5. Assist the Intellectual Property Manager in managing the affairs function which falls under the auspices of the Legal department and maintain up to date files.

Company sector

alimentare

Company area

Legal Office

Kind of contract

Internship

## **Candidates should meet the following requirements**

Kind of candidate

Newly graduate or having work experience

Technical and IT skills

- Highly proficient with standard office computer technology such as Lotus Notes, Microsoft Office products (including MS Word, Excel, PowerPoint, Access) and the Internet (i.e. online research skills).

Qualifications obtained

University Degree

Disciplinary area

LAW

Foreign languages required

English

Availability to move

Yes

**Place of employment**

Collecchio

**Language required by the company for the CV**

English