



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

RESEARCH AND INNOVATION DIRECTORATE

TECHONOLGY TRANSFER OFFICE

Sefako Makgatho Health Sciences University (SMU) offers professional health sciences training and education in a range of fields through excellence in teaching, learning, innovative research and community engagement. SMU is situated in Ga- Rankuwa (North of Pretoria) and the following position(s) is/are currently available:

Technology Transfer Liaison Officer (1 post) (3 year fixed term contract)

41/2022/MJM/TTO

Globally, economic growth is attributed to full exploitation of Intellectual Property (IP) emanating from University based research. In recognition of IP's contribution towards economic growth, the Department of Science and Technology established National Intellectual Property Management Office (NIPMO) to provide assistance to public institutions for the establishment of Technology Transfer Office (TTO). Accordingly, SMU, informed by national priorities on the impact of research and innovation, has established Technology Transfer Office with the mandate to identify, record, protect and eventually commercialize intellectual property emanating from research within SMU.

The TTO is looking for an energetic incumbent who will provide support to the research community and entrepreneurs in identifying intellectual property emanating from research work and from innovators and further assist with registration of Intellectual Property and commercialisation. The incumbent reports to the Manager: TTO and will furthermore meet the requirements and competencies as indicated and be responsible for the key performance areas listed below.

REQUIREMENTS

- Degree in Business and/or Law or related fields
- At least two (2) years' relevant experience in technology/innovation activities in a research or related environment
- Understanding and/or familiarity with the Intellectual Property Management
- Must be familiar with policy development and maintenance
- Good knowledge of the innovation ecosystem
- Knowledge and understanding of IP and commercialisation processes
- Computer literate (MS Word, Excel, Power Point, Internet, Email)

COMPETENCIES

- Research related skills
- Demonstrable negotiations and deal making skills
- Demonstrable skills in contracting
- Task and goal oriented approach
- Planning and organisational skills
- Good writing, communication and presentation skills
- Problem solving and decision making skills
- Integrity and strict confidentiality
- Well-developed people skills
- Ability to function well without close supervision

KEY PERFORMANCE AREAS

- Monitoring and interaction with University staff and students to solicit invention disclosures and ensure disclosure process is understood and followed, and receive invention disclosures
 - Recording all relevant information in respect of Intellectual Property and invention disclosures in the portfolio, associated protection filings and maintenance thereof in systems accurately and timeously
 - Keeping full records of any licensing or new venture creation agreements, in the relevant systems, accurately and timeously
 - Develop and maintain database of IP for the University
 - Preparation of disclosure reports to National Intellectual Property Management Office
 - Identifying in-and-out licensing opportunities for IP
 - Providing supporting research, analysis and co-ordination functions to assist the unit in the evaluation of inventions with regard to defining an appropriate protection strategy including suitability for registered protection e.g. patentability, assessing likely countries to file for protection, preliminary market analysis, etc.
 - Contribute to the overall development of SMU, and actively promote institutional culture
 - Any other duties assigned by the Manager and/or Director
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Closing date: 13 July 2022

All-inclusive salary package: R529 650.00 per annum

Applications from the employment agencies will not be considered.

Typed applications (**quoting the reference number**) which should contain a comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of **Mr MJ Mopai**, to the Human Resources Department, P.O Box 68, Medunsa, 0204 or by e-mail at hr.recruitment6@smu.ac.za

The applications may also be posted OR hand delivered to (place in an application box):

Human Resources Department, 5th Floor, Clinical Pathology building, Sefako Makgatho Health Sciences University, Molotlegi street, Ga-Rankuwa, OR Human Resources Department, P.O Box, 68, MEDUNSA, 0204

It is the applicant's responsibility to have foreign qualifications evaluated by the South African qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

Telephonic enquiries regarding conditions of service: (012) 521-3624.

The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

The University reserves the right not to make an appointment.