



**HUMAN RESOURCE MANAGEMENT DEPARTMENT
THE PRIME MINISTER'S OFFICE
FEDERATION OF SAINT CHRISTOPHER AND NEVIS**

January 9, 2025

VACANCY NOTICE

CROWN COUNSEL I (INTELLECTUAL PROPERTY OFFICE)

The Human Resource Management Department on behalf of the Attorney-General's Office wishes to invite persons to apply for the position of **Crown Counsel I (Junior Crown Counsel)** on a full-time basis.

A. Duties and Responsibilities

1. Examining applications for intellectual property rights and communicating with agents/applicants towards the grant of same.
2. Delivering advice to the Registrar of Intellectual Property and other government agencies on statutory and policy instruments involved in the granting of intellectual property rights.
3. Providing recommendations on behalf of the Intellectual Property Office on legal and technical intellectual property issues after legal research and consultation of relevant treaties and other applicable authorities.
4. Creating and delivering public awareness presentations on intellectual property, whether in person or via traditional or social media platforms.
5. Representing the Intellectual Property Office at meetings, seminars, webinars, conferences and other for a.
6. Undergoing continuous training in intellectual property law, including by distance learning.
7. Executing other assigned tasks connected with the work of the Intellectual Property Office.

B. Qualifications and Experience

1. Bachelor of Laws Degree.
2. Legal Education Certificate issued by one of the three Caribbean Council of Legal Education Law Schools.
3. While experience in intellectual property legal practice is not required, it would be a great asset.
4. Successful applicant will be required to pass the World Intellectual Property Organization (WIPO) Distance Learning Course DL 101 (Version 2) – General Course on Intellectual Property at its earliest availability. Applicants who have already passed that course may submit their certificate with their application documents.

C. Skills, Knowledge and Abilities

1. Excellent communication and interpersonal skills.
2. Strong leadership and management skills.
3. Sound working knowledge of the Laws of Saint Kitts and Nevis.
4. Sound working knowledge of, and ability to, interpret legislation, rules and orders.
5. Sound knowledge of government procedures and practices.
6. Ability to plan and organize work and prepare concise reports.
7. Ability to analyze issues, make interpretations and sound recommendations.
8. Ability to establish and maintain effective working relationships with associates and the public.



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9. Self-motivated and proven ability to work well as part of a team.
10. Basic knowledge of Government structure, policies, and procedures.

D. Salary and Allowances

1. Basic Salary K35-K42: EC\$68,568 - EC\$94,164 per annum
2. Allowance in lieu of private practice: EC\$15,000 to EC\$21,000 per annum
3. Travel Allowance (must own a vehicle): EC\$4,200 per annum

E. Vacation Days

27 Working Days per annum after first year of service

F. Application Procedure

1. Applications along with two written references and certified copies of documents pertaining to qualifications should be addressed to the captioned Human Resource Management Department and copied by email to **attorneygeneral@gov.kn**.
2. The deadline for receipt of applications will be **Friday January 31, 2025 at 3:30pm**.
3. Only the candidates with the best qualifications and experience will be notified and shortlisted for interview.