**Job Title**: Contracts Manager – FSID

**Overview**:  
As a Contracts Manager at FSID, you will play a pivotal role in negotiating, managing and facilitating a variety of contracts and agreements of FSID with IISc, and third-party entities. This role requires a candidate with a strong legal background and experience in a business environment, including expertise in intellectual property (IP), contract law, and compliance management. The Contracts Manager will oversee the legal aspects of all contracts, ensure regulatory compliance, and contribute to the strategic alignment of FSID’s industry and government collaborations. A key part of your responsibilities will also involve risk management and guidance for corrective action during project execution, ensuring that FSID’s legal interests are protected in every agreement.

**Responsibilities**:

1. **Contract Management**:
   * Draft, review, and negotiate various contracts, including research agreements, collaboration agreements, service contracts, procurement agreements, and government partnership agreements keeping in view both legal aspects and the business goals of the stakeholders involved – especially those of FSID.
   * Collaborate with IISc's legal team on MSAs, NDAs, confidentiality agreements, vendor contracts, and third-party agreements, ensuring compliance with legal standards.
   * Oversee the full lifecycle of contracts, including drafting, negotiating, finalizing, and executing contracts with industry and government partners.
   * Ensure that all contracts comply with relevant laws, regulations, and institutional policies, while maintaining legal integrity in all dealings with external stakeholders.
   * Engage legal counsel as needed to resolve complex legal issues and ensure compliance with applicable laws.
2. **Legal Oversight**:
   * Provide comprehensive legal support to FSID, ensuring that all agreements are aligned with institutional goals and legally sound.
   * Offer expert legal advice on the implications of contract terms and ensure that FSID’s rights and interests are adequately protected in all negotiations and agreements.
   * Monitor developments in law and ensure FSID’s contracts and practices are in compliance with evolving legal standards, including those related to intellectual property, data protection, and regulatory requirements.
   * Serve as the primary legal advisor on all contractual matters, advising internal stakeholders and external partners on legal rights, obligations, and risks.
3. **Intellectual Property Management**:
   * Lead intellectual property (IP) assessments for FSID’s projects, ensuring proper identification, protection, and exploitation of IP arising from collaborations.
   * Work with IISc researchers and legal professionals to facilitate IP filings (patents, copyrights, etc.), manage IP agreements, and ensure the protection of innovations.
   * Advise on IP strategies, potential risks, and licensing agreements to safeguard FSID's interests and support ongoing research efforts.
4. **Project Management**:
   * Collaborate with project teams and external partners to understand contract requirements, ensuring that all contracts align with project goals and timelines.
   * Apply legal and project management expertise to identify potential issues and proactively resolve legal and contractual challenges that may arise.
   * Ensure that all stakeholders—both internal and external—adhere to the terms of the contract, and deliverables are met within legal boundaries.
5. **Risk Assessment and Mitigation**:
   * Assess and manage legal, financial, and business risks related to contracts and agreements.
   * Develop and implement strategies to mitigate risks associated with contract terms, particularly in the areas of liability, compliance, and IP protection.
   * Advise stakeholders on the potential legal and business implications of contractual obligations, including government and industry regulations.
6. **Stakeholder Collaboration**:
   * Serve as the primary liaison between FSID, IISc, government agencies, and industry partners, ensuring clear communication and legal alignment.
   * Provide training and guidance to internal teams and external collaborators on legal matters, ensuring a shared understanding of contract processes and responsibilities.
   * Facilitate effective negotiations and resolve legal issues promptly to ensure the smooth execution of contracts.
7. **Compliance and Regulatory Affairs**:
   * Ensure compliance with regulatory requirements, government policies, and institutional guidelines in all contractual matters.
   * Stay updated on legal and regulatory changes affecting contract management, IP, and industry-government collaborations.
   * Advise and support stakeholders in navigating complex regulatory landscapes, ensuring adherence to legal standards.

**Qualifications**:

* **Education**: Bachelor’s degree in Law is required; a Master’s degree with a specialization in intellectual property or related fields is preferred.
* **Experience**: A minimum of 15 years of experience in contract management, intellectual property, and legal affairs in a corporate business environment. Experience in a research, academic, or government-related environment is highly desirable.
* **Skills**:
  + Strong expertise in contract law, intellectual property law, and compliance management.
  + Excellent negotiation, communication, and interpersonal skills.
  + Ability to handle complex legal matters and work collaboratively with internal and external stakeholders.
  + Strong organizational and time-management skills, with the ability to handle multiple projects simultaneously.

**Desirable Skills**:

* Familiarity with the operations of Section 8 companies and their legal requirements.
* Previous experience working in a research-driven environment, with a focus on industry-academia-government collaborations.
* Understanding of government policies and regulations around research and development partnerships.

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