

**Req# (Job Number) R00019112 - Job title: Intellectual Property Counsel/Patent Agent (Maplewood, MN)\***

Job Description

3M is seeking an Intellectual Property Counsel/Patent Agent in the Office of Intellectual Property (IP) Counsel within 3M Legal Affairs, representing divisions within the Safety and Graphics Business Group (SGBG), and located at our global headquarters in Maplewood, Minnesota. At 3M, you can apply your talent in bold ways that matter. Here, you go.

Job Summary:

- Preparing patent applications and prosecute patents globally.
- Representing 3M's interest in patent office procedures around the world.
- For Counsel, negotiating contracts representing 3M interests with third parties.
- Performing legal and factual research.
- Acting as direct contact for and interact with business clients, outside counsel, and international colleagues.
- Performing litigation-related activities as needed.
- Other duties as assigned.

The specific assignment will depend on the interests and experience of the lawyer or agent we hire and 3M's legal needs.

Basic Qualifications:

- Bachelor's degree or higher from an accredited university
- Registered to Practice before the United States Patent and Trademark Office
- Minimum of one (1) year law firm and/or in-house intellectual property experience

Preferred Qualifications:

- Bachelor's degree or higher from an accredited university in mechanical engineering, chemical engineering, electrical engineering, physics, computer science, and/or a related discipline
- Juris Doctorate degree from an accredited law school
- Admitted to practice in Minnesota or eligible for admission within six months of employment
- Strong academic credentials
- Business acumen and an ability to provide legal and compliance advice in the context of strategic business initiatives and goals
- Experience and/or a willingness to develop a high level of competence in intellectual property law
- Highly effective written and verbal communications skills, with an ability to communicate and relate at all levels of the organization including business line leaders, regional heads and senior management
- Results-orientated approach; personal and organizational accountability; and a collegial work style
- High energy and a dedication to responsive client service
- Uncompromising honesty and integrity

Location: Maplewood, Minnesota

Travel: May include up to 10% of domestic and/or international travel

Relocation: Is authorized

*Responsibilities of this position may include direct and/or indirect physical or logical access to information, systems, technologies subjected to the regulations/compliance with U.S. Export Control Laws.*

*U.S. Export Control laws and U.S. Government Department of Defense contracts and sub-contracts impose certain restrictions on companies and their ability to share export-controlled and other technology and services with certain "non-U.S. persons" (persons who are not U.S. citizens or nationals, lawful permanent residents of the U.S., refugees, "Temporary Residents" (granted Amnesty or Special Agricultural Worker provisions), or persons granted*

*asylum (but excluding persons in nonimmigrant status such as H-1B, L-1, F-1, etc.) or non-U.S. citizens.*

*To comply with these laws, and in conjunction with the review of candidates for those positions within 3M that may present access to export controlled technical data, 3M must assess employees' U.S. person status, as well as citizenship(s).*

*The questions asked in this application are intended to assess this and will be used for evaluation purposes only. Failure to provide the necessary information in this regard will result in our inability to consider you further for this particular position. The decision whether or not to file or pursue an export license application is at 3M Company's sole election.*

*Must be legally authorized to work in country of employment without a sponsorship for employment visa status (e.e. H1B status).*

**Job Number# R00018593 Job Title: Government Contracts Compliance Analyst (Maplewood, MN)\***

3M is seeking a Government Contracts Compliance Analyst for the Government Contract Compliance function, located in Maplewood, MN. At 3M, you can apply your talent in bold ways that matter.

**Job Summary:**

The person hired for the position of Government Contracts Compliance Analyst, will be responsible for the development and implementation of IT tools, management of department information/data, collaboration with team members on responding to client needs, and performing department administrative duties.

Primary Responsibilities include but are not limited to the following:

- Leading projects to meet the data and communication needs of GCC and GCC clients.
- Preparing project plans to develop, test and implement new GCC IT data management and client interaction tools.
- Developing, maintaining or improving upon internal and client facing GCC processes.
- Assisting the department in managing information, databases and IT solutions including determining which tools to utilize and leading efforts to migrate existing information.
- Assisting department members in responding to client government contracting questions, implementing approaches to various compliance topics, and presentation of training materials.
- Developing and leading improvements and/or solutions to government contract compliance work processes, policies, procedures and tools, for use across the company.
- Assisting department members in monitoring select compliance topics.
- Establishing ongoing relationships with, collaborates with, and obtains information from a network of subject matter experts who have information needed to respond to government contract matters.
- Compiling and summarizing data from various sources for reports and management metrics.
- Analyzing and formulating strategies and solutions for meeting operational needs and applies sound best practices within the functional discipline.
- Providing training instruction to ensure colleagues have working knowledge of department tools.
- Performing a variety of administrative duties for the department including direct support for the Director, assistance with purchasing, budget, library, subscriptions, department files, meetings, and other administrative tasks.

**Basic Qualifications:**

- High school diploma/GED
- Minimum of one (1) year project management experience

**Preferred Qualifications:**

- Bachelor's degree or higher from an accredited university
- Team participation experience
- Proficient using SharePoint, OneNote, Surveys, Filesite
- Experience with process design
- Experience with systems development and implementation
- Basic understanding of federal, state and local government contracting and/or subcontracting
- Compliance and process mindset
- Strong oral and written communication skillset

Location: Maplewood, Minnesota

Travel: Up to 5%

Relocation: Is not authorized

*Responsibilities of this position may include direct and/or indirect physical or logical access to information, systems, technologies subjected to the regulations/compliance with U.S. Export Control Laws.*

*U.S. Export Control laws and U.S. Government Department of Defense contracts and sub-contracts impose certain restrictions on companies and their ability to share export-controlled and other technology and services with certain "non-U.S. persons" (persons who are not U.S. citizens or nationals, lawful permanent residents of the U.S., refugees, "Temporary Residents" (granted Amnesty or Special Agricultural Worker provisions), or persons granted asylum (but excluding persons in nonimmigrant status such as H-1B, L-1, F-1, etc.) or non-U.S. citizens.*

*To comply with these laws, and in conjunction with the review of candidates for those positions within 3M that may present access to export controlled technical data, 3M must assess employees' U.S. person status, as well as citizenship(s).*

*The questions asked in this application are intended to assess this and will be used for evaluation purposes only. Failure to provide the necessary information in this regard will result in our inability to consider you further for this particular position. The decision whether or not to file or pursue an export license application is at 3M Company's sole election.*

*Must be legally authorized to work in country of employment without a sponsorship for employment visa status (e.e. H1B status).*

**Jon Number# - R00016779 – Job title: Regulatory Affairs Specialist (Maplewood, MN)**

3M is seeking a Regulatory Affairs Specialist for the Traffic Safety and Security Division (TSSD) located in Maplewood MN. At 3M, you can apply your talent in bold ways that matter. Here, you go.

The person hired for the position of Regulatory Affairs Specialist will be responsible for regulatory affairs and human factors activities in support of current products as well as the development and commercialization of new products in TSSD's reflective materials business. Core portfolios include sign sheeting, conspicuity tape, license plate sheeting, and pavement markings.

Primary Responsibilities include but are not limited to the following:

- Serving as a subject-matter expert in global standards & specifications related to retroreflective product portfolios for internal and external stakeholders.
- Coordinating TSSD's global standards & specifications initiatives related to retroreflective product portfolios.
- Connecting global standards requirements to 3M manufacturing process capabilities and performance of competitive products.
- Participating in the development and revision of standards through the generation of data and technical input.
- Advise TSSD business team on the available literature, as well as ongoing and upcoming signing, conspicuity, license plate, pavement marking research projects (human factors, visibility, etc.) to support business and NPI needs.
- Provide leadership for funded external research programs (write proposals, supervise research contracts, etc.).
- Provide human factors based support statements for helping business team with competitive positioning, creating value proposition, and customer performance-related questions on retroreflective products.
- Other duties as assigned.

Basic Qualifications:

- Bachelor's degree or higher from an accredited university
- Minimum of two (2) years' experience working with optical technologies
- Minimum of two (2) years' statistics and data analysis experience

Preferred Qualifications:

- Masters or higher in Human Factors, Optics, Physics, or relevant Engineering discipline from an accredited university
- Research experience in human factors or related subject
- Previous experience with standards-setting process (ASTM or similar).
- Experience in 3M adhesive, film, coating, extrusion and microreplication technologies
- Strong communication skills and a demonstrated ability to work collaboratively with multiple disciplines, functions and organizations

Location: Maplewood, MN

Travel: May include up to 15% domestic/international

Relocation: Is authorized

**Job Number# - R00016439 – Job title: ITM Regulatory Affairs Specialist (Maplewood, MN)**

Job Description

3M is seeking a Regulatory Affairs Specialist for the Traffic Safety and Security Division (TSSD) located in Maplewood, MN. At 3M, you can apply your talent in bold ways that matter. Here, you go.

Job Summary:

The person hired for the position of Regulatory Affairs Specialist will be responsible for regulatory affairs and human and machine factors activities in support of the Intelligent Transportation Materials priority growth program.

Primary Responsibilities include but are not limited to the following:

- Identifying and developing global standards & specifications related to Intelligent Transportation Materials and V2x (Vehicle to Vehicle and infrastructure).
- Connecting global standards requirements to 3M ITM strategy and new products.
- Participating in the development and revision of standards through the generation of data and technical input.
- Maintaining awareness of current ITM-related research (vehicle sensors, ITM materials, vehicle communications, etc) to support business and NPI needs.
- Providing leadership for funded external research programs (write proposals, supervise research contracts, etc.).
- Participating in ITM industry dialogue to understand research needs, partnerships, and developments to establish 3M's presence and support NPI efforts.
- Other duties as assigned.

Basic Qualifications:

- Bachelor's degree or higher from an accredited university
- Minimum three (3) years' of experience with materials or electronic commercialization
- Minimum three (3) years' of statistics and data analysis experience

Preferred Qualifications:

- Master's degree or higher in Materials Engineering, Electronics Engineering, Software Engineering or other relevant Engineering discipline from an accredited university
- Experience in intelligent transportation systems or automated and autonomous vehicles.
- Previous experience with standards-setting process (ASTM, IEEE, or other).
- Graduate research experience in machine, communications, or related subject.
- Familiarity with manufacturing quality tools (Lean Six Sigma)
- Previous experience with academic research programs (graduate school or other)
- PhD (Materials, Electronics, Software, or relevant Engineering discipline)

Location: Maplewood, MN

Travel: May include up to 20% domestic and international

Relocation: Is not authorized

**Job Number# - R00016722 – Job title: Intellectual Property Liaison (Maplewood, MN)\***

3M is seeking an Intellectual Property Liaison for the Office of Intellectual Property Counsel (OIPC) in 3M Legal Affairs located at our global headquarters in Maplewood, Minnesota. At 3M, you can apply your talent in bold ways that matter. Here, you go.

Job Summary:

The person hired for the position of Intellectual Property Liaison will primarily be responsible for working with laboratory and OIPC personnel to provide leadership in the management and protection of intellectual property (IP) for various divisions and departments. The ideal candidate will have a background in physical sciences such as Physics or Computer Science.

Primary Responsibilities include but are not limited to the following:

- Assuring client IP generation goals are met.
- Managing clients' global patent portfolios to a budget.
- Maintaining awareness of IP issues related to clients' business units.
- Coordinating IP assessments of technologies and business processes critical to clients' businesses.
- Other duties as assigned.

Basic Qualifications:

- Bachelor's degree or higher from an accredited university
- Minimum of three (3) years' combined IT and/or Computer Science development experience

Preferred Qualifications:

- Master's degree or higher in Computer Science or Physics from an accredited university
- Previous Intellectual Property and International experience
- Work experience in a product development environment highly desired
- Registered Patent Agent in good standing with the U.S. Patent and Trademark Office
- Excellent oral and written communication skills
- Ability to work effectively across functions
- Demonstrated leadership skills, highly organized, self-motivated, and attentive to details

Location: Maplewood, Minnesota

Travel: May include up to 10% domestic travel

Relocation: Is authorized

*Responsibilities of this position may include direct and/or indirect physical or logical access to information, systems, technologies subjected to the regulations/compliance with U.S. Export Control Laws.*

*U.S. Export Control laws and U.S. Government Department of Defense contracts and sub-contracts impose certain restrictions on companies and their ability to share export-controlled and other technology and services with certain "non-U.S. persons" (persons who are not U.S. citizens or nationals, lawful permanent residents of the U.S., refugees, "Temporary Residents" (granted Amnesty or Special Agricultural Worker provisions), or persons granted asylum (but excluding persons in nonimmigrant status such as H-1B, L-1, F-1, etc.) or non-U.S. citizens.*

*To comply with these laws, and in conjunction with the review of candidates for those positions within 3M that may present access to export controlled technical data, 3M must assess employees' U.S. person status, as well as citizenship(s).*

*The questions asked in this application are intended to assess this and will be used for evaluation purposes only. Failure to provide the necessary information in this regard will result in our inability to consider you further for this particular position. The decision whether or not to file or pursue an export license application is at 3M Company's sole election.*

Must be legally authorized to work in country of employment without sponsorship for employment visa status (e.g., H1B status).