



## ZACCO STRENGTHENS ITS GROUP IT & QUALITY

To meet the exiting challenges of being the largest IP consultancy firm in Europe we are looking for 3 experienced new members of our team:

- An IT Project Manager
- A Process Manager, and
- An IT Supporter

### Who is Zacco?

Zacco is an international consultancy firm which is one of the market leaders in Europe as regards IP (Intellectual Property). The approx. 550 employees work in Denmark, Sweden, Norway, the Netherlands and Germany. The head office is situated in Hellerup, Copenhagen with approx. 120 employees who all value professionalism, high quality, commitment and respect for each other.

### Primary tasks

- IT Project Manager:** Responsible for implementing and performing various IT and technical projects cross boarders in the Zacco Group;  
Responsible for deliverables and results;  
Responsible for optimising a cross boarder project governance model;  
Responsible for communication with stake holders.
- Process Manager:** Responsible for implementing, developing and optimising business processes within the Zacco Group;  
Responsible improving production efficiency;  
Responsible for communication with stake holders.
- IT Supporter:** Solving in-coming support tasks;  
Follow-up on ongoing tasks;  
Ad hoc user support;  
Maintain and enhance internal routines and documentation;  
Prepare and register hardware;  
Contacts to external suppliers.

### What we expect from you

- IT Project Manager:** You are a trained and certified Project Manager with a track record of successfully conducted IT projects and preferably more than ten years of experience.
- You possess excellent planning skills as well as attention to details. You communicate well with all levels in the organisation and have a problem-solving attitude. You have a

thorough understanding of processes and procedures, especially within project governance.

**Process Manager:** You are an experienced Process Manager and have worked with business optimisation through development and implementation of processes and procedures and you have an eye for the business aspect of the various processes.

You are analytic and well structured, possess excellent communication skills and have a problem-solving attitude.

**IT Supporter:** You deliver high quality support in a pro-active and service-minded way. You have a relevant IT background and minimum 3 years of experience from a similar job.

You are experienced in Microsoft XP and Vista, Internet Explorer and MS Office 2007 and you are used to deal with installation and configuration of work stations and printers both locally and through mail, phone and remote tools.

### What we offer

We offer 3 positions with a multitude of exiting challenges and independent responsibility in a working environment which is informal and characterised by respect, commitment and competent sparring.

You will work in Hellerup in nice surroundings near Øresund with parking and public transport nearby.

### How to proceed?

You may read more about Zacco on [www.zacco.com](http://www.zacco.com). Please direct question regarding the job positions to Director IT & Quality Bo Hjorth Jensen, tel. +45 39 48 80 00. Please send your application and CV to: [job.denmark@zacco.com](mailto:job.denmark@zacco.com), att: HR Manager Anne Pors as soon as possible.

Zacco is Europe's largest intellectual property consultancy with approx. 550 employees, many of whom are European Patent, Trademark and/or Design Attorneys. Zacco covers all technical and legal areas within intellectual property and assists clients with technical, legal and strategic advice, including handling of conflicts and litigation. In addition to assistance in protecting intellectual property rights, Zacco also offers its clients strategic advice aimed at increasing their competitive edge through a professional exploitation of these rights. Zacco has ten offices in five European countries (Denmark, Germany, the Netherlands, Norway and Sweden). Visit [www.zacco.com](http://www.zacco.com) for further information.