



**EUIPO**  
EUROPEAN UNION  
INTELLECTUAL PROPERTY OFFICE

# Pan-European Seal

Professional Traineeship Programme

Intellectual Property Awareness and Dissemination  
Project co-promoted by EUIPO and EPO



Europäisches  
Patentamt

European  
Patent Office

Office européen  
des brevets

## The EUIPO – Who are we

Decentralised agency of the EU, based in Alicante, Spain. Offers intellectual property rights protection to businesses and innovators across the EU and beyond. Since 1994 managing registration of the EU Trademarks and registered Community designs.

Our staff comes from the four corners of Europe and the wider world. The Office has five working languages: English, French, German, Italian and Spanish.



## The Pan-European Seal (PES) – What is it

The PES is a vehicle for early talent detection among aspiring graduates from several academic backgrounds (IP and non-IP) who will be sponsored by the EUIPO for one year-long, paid traineeships.

Since the inception of the PES Programme in 2014, the EUIPO has welcomed more than 450 trainees, of 36 different nationalities from all around the globe, at the EUIPO in the premises of Alicante, in the Litigation office in Luxembourg and the Brussels Liaison Office.

Traineeships take place at the EUIPO with a monthly allowance, as well as other benefits as established in the [Decision No ADM18-12 rev](#) on traineeships offered by EUIPO.

## IMPORTANT DATES

- The application period at the EUIPO will take place between **15 February – 31 March 2021**;
- The selection procedure at the EUIPO will take place in **April 2021**;
- Selected candidates will start being contacted by EUIPO Traineeships **by the end of May 2021**;
- A reserve list of non-selected candidates will be kept by EUIPO Traineeships **at least until 31 October 2021** and in case of casual vacancies, they might be contacted for replacement;
- The final results will be communicated to the PES University members **during the month of November**;
- All the selected candidates will be informed about the precise date(s) of the beginning of the traineeship (EUIPO Trainees' Orientation Programme – ETOP) at a later stage.



## DETAILS

- Candidates must be shortlisted by a [PES University Member](#);
- The PES University Members shall shortlist up to 10 candidates of the actual academic year following the traineeship profiles below:
  - i. Law
  - ii. Intellectual Property (IP) law
  - iii. IP & Knowledge Management
  - iv. Political Sciences & International Relations
  - v. Linguistics
  - vi. Economics & Business Administration
  - vii. Information Technology
  - viii. Communication
  - ix. Facility Management
  - x. Human Resources
- Only online applications of the shortlisted candidates will be considered
- Trainees shall be selected from nationals of the Member States of the European Union and candidate countries. A limited number of nationals of candidate countries and third countries (approx.10% of the available positions) may be accepted.

## IMPORTANT!



- **EUIPO is in no case committed by the candidates' preferences indicated in their application**, thus they may be offered any other position related to their profile different from the ones indicated in their application;
- Shortlisted candidates must bear in mind that withdrawals have a serious impact on the selection procedure;
- Having been selected implies that other candidates have not been able to participate in the Programme due to the limited number of vacancies.

## DOCUMENTATION

- **CV in English in [Europass Word format](#)**;
- Motivation letter, indicating a preferred traineeship area and declaring the choice of traineeship location (EUIPO or EPO – **not both**);
- Degree/Master diploma or proof of conclusion, indicating the final grade. This can be replaced by a provisional declaration, until final diploma is issued;
- Certificate(s) of completion of at least one of the following courses: “EUTM in a Nutshell” and/or “RCD in a Nutshell” (4h approximately each);
- To complete the above courses, candidates must create an account of [PES user](#) and log in at [EUIPO Academy Learning Portal \(EALP\)](#).

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## WHO TO CONTACT?

More information on how to apply, the calendar, supporting material etc is available [here](#)

General information on the PES Programme is available [here](#)

For any further queries:

[Pan\\_European\\_Seal@euipo.europa.eu](mailto:Pan_European_Seal@euipo.europa.eu)

For issues related to the Academy Learning Portal please contact: [LearningPortal@euipo.europa.eu](mailto:LearningPortal@euipo.europa.eu)

# Good Luck!