



Eva MUNOZ

Head of Trademarks and Designs Records and Renewals Department

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Eva started her work-linked training in a wholesale company (industrial supplies and equipment) as a quality assistant. She joined Germain Maureau in 2002 as a Trademarks and Designs assistant.

Work Experience

- **Since 2017: Germain Maureau**

Head of Trademarks and Designs Records and Renewals Department

- Supervision of a team of four trademarks/designs administrators
- Management of trademarks/Designs portfolios and associates deadlines: preparation of payment schedules/ budgets/renewal and recordal formalities.
- Administrative management of trademark watches: Implementation/changes/renewals
- Handling of new trademarks and designs portfolio
- Management of due dates

- **2002 - 2016: Germain Maureau**

Executive Assistant – Trademark and Designs records and renewals department

- Management of trademark and design portfolios: recordals, renewals, budgets
- Handling of new trademarks and designs portfolio
- Management of legalisations of documents
- Domain names

- **2000 - 2002: OREFI**

Executive Quality Assistant – Work-Study

Qualifications

- Executive Assistant Diploma (BTS)

Languages

- French
- English
- Spanish: bilingual