



ZAMANI CHARMAINE OLIPHANT

BACHELOR OF SOCIAL SCIENCE (UKZN) / LLB (UKZN)

CONTACT

PHONE:
0722671985

EMAIL:
zamani.mcina@gmail.com

PROFILE

Dedicated legal professional looking to specialise in business law and litigation in a challenging new role. Currently completing second year of articles of clerkship and studying towards a Master's degree in business law. Seeking real-world case management and client representation experience. Highly skilled in oral argument and legal research, with experience in litigation, arbitration, mediation, and settlement negotiation.

EDUCATION

LLM (Business Law)	Advanced Tax Law (Pass) Advanced Labour Law (Pass) Research Methodology (Pass) Advanced Corporate Law (in progress) Mini Dissertation (in progress)
LLB	Degree Complete: 2015 - 2017
MDP	Management Development Programme Course Complete: 2014
Bachelor of Social Science	Media, Communications & Marketing Degree Complete: 2006 - 2008
Senior Certificate	Ridge Park College Matric with merit: 2001 - 2005

WORK EXPERIENCE

VENNS ATTORNEYS - CANDIDATE ATTORNEY

3 JAN 2018 – 3 JAN 2020

General Litigation:

- Conducting legal research;
- Creatively formulated trial techniques specifically pertaining to each case;
- Advising clients on legal matters;
- Consulting with clients (Taking Instructions);
- Providing comprehensive advice to clients;
- High Court & Magistrates' Court legal drafting;
- District & Regional Magistrates' Court appearances;
- Briefing and consulting with Counsel;
- Administration of legal files (diary and billing);
- Attending to High Court and Magistrates' Court queries;
- Drafting Pleadings;
- Running trials with counsel;
- Drafting advice on evidence;
- Drafting Legal opinions for clients;
- Drafting bills of costs;
- Drafting heads of argument;
- Attending to pre-trial conferences.

SKILLS

- Critical thinking
- Legal writing
- Investigation
- Oral debate
- Case / information analysis
- Efficient Researcher
- Conflict resolution
- Time management
- Teamwork
- Staff supervision
- Relationship building
- Resource planning

ADDITIONAL INFORMATION

TRAINING / EXPERIENCE

- **Rights of appearance:**
District and Regional Magistrates' Court
- **Attorneys Admission Exam:** completed
- **LEAD Professional Legal Training:** completed
- **Driver's License:** issued February 2010
- **FSP FAIS RE5:** obtained in 2013
- **Journalism Internship June 2007:** The Mercury Newspaper (2 articles published)

Specialised Debt Recoveries & Foreclosures (Standard Bank Home Loans and Business Lending Portfolio):

- Commencing legal action;
- Drafting default notices in terms of S129 of the National Credit Act / Termination of Debt Review notice in terms of S86(10) of the NCA;
- Applying for Default Judgment;
- Applying for Summary Judgment;
- Drafting Application for execution of immovable property in terms of Rule 46A of the Uniform Rules of Court;
- Dealing with opposed matters (Summary Judgment, Rule 46A & Rescission applications);
- Attending sales in execution.

Insolvency & Business Rescue:

- Exposure to matters in respect of the old and new Companies Act, Insolvency Act and Close Corporations act;
- Liaising with the office of the Master of the High Court;
- Attending to and drafting papers for High Court Liquidation proceedings;
- Attending creditors' meetings;
- Analysing business rescue plans;
- Exposure to business rescue proceedings;
- Acted for both creditors and liquidators;
- Drafting of winding-up applications/affidavits;
- Experience with both liquidation and sequestration matters;

Debt Recoveries:

- Compliance with the National Credit Act and the Consumer Protection Act;
- Drafting settlement agreements;
- Conducting S65A Financial enquiries;
- Drafting letters of demand.

Correspondence work:

- I also have experience running my own files as a correspondent attorney, billing and receiving fees.

CLUBS / VOLUNTARY INVOLVEMENT

- SLSJ : Students for law and social justice (UKZN)
- Peer Mentoring and tutoring programme (UKZN)
- Youth Ministry and leadership (Vision Church Hillcrest)

LANGUAGES

- English
- isiZulu
- Setswana

BOWMAN GILFILLAN – WINTER VACATION PROGRAMME 2 JULY 2016 – 6 JULY 2016

I had an opportunity to rotate in all the practice areas and experienced first-hand functions of an attorney practicing in a large firm. I attended a series of formal and social interactions with associates and partners and learnt about what work as an attorney entails.

MULTICHOICE – SERVICE CENTRE SUPERVISOR JULY 2011– DEC 2014

Duties:

- Direct managerial responsibility for a team of 15 customer service representatives at the walk-in centre based in uMhlanga.
- Supervise the main business activities of the DSTV customer service centre; develop and execute departmental strategies; manage departmental information and administration; planning resources and prioritising tasks as well as managing staff productivity and quality of work.
- Establish and update work schedules to account for changing staff levels and expected workloads.
- Exceed team goals and collaborate with staff members to implement customer service initiatives.
- Confer with sales teams and team leaders to communicate targets, boost revenue and improve promotional strategies.
- Evaluate interactions between associates and customers to assess personnel performance and customer satisfaction.
- Preserve revenue streams by utilizing strong communication and negotiation skills.
- Direct personnel training and mentor team members to promote productivity, accuracy and commitment to friendly service.
- Manage and correct customer concerns to promote company loyalty.

Key competencies for the role:

- Coaching;
- Written and verbal communication;
- Problem solving and decision making;
- Information sharing;
- Planning and Organising;
- Attention to detail;
- Team building;

REFERENCES

1. Name: Senzo Gambu

Company: Multichoice

Position: Sales Representative

Contact no: 0716737626

2. Name: Maake Monare

Company: Multichoice

Position: Regional Manager

Contact no: 083 270 0017

3. Name: Zandile Luthuli

Company: Venns Attorneys

Position: Director

Contact no: 073 158 7810

- Interpersonal skills;
- Influencing skills;
- Trend Analysis skills;
- Numeracy skills.

MULTICHoice – QUALITY ASSURANCE OFFICER

JULY 2010– JUNE 2011

Duties:

- Monitoring customer service representatives(CSR) interactions with customers;
- Feedback to CSR's on quality of customer interactions;
- Giving feedback and improvement suggestions;
- Completing daily, weekly and monthly performance quality reports;
- Identifying training needs;
- Reporting deviance from standard operating procedures;
- Coaching Customer Service Representatives;
- Managing conflict;
- Evaluating processes and procedures of Customer Care Division;
- Trend analysis;
- Developing and maintaining evaluation criteria;
- Researching quality standards;

MULTICHoice – CUSTOMER SERVICE REPRESENTATIVE

JAN 2010– JUNE 2010

DUTIES:

- Maintaining a positive, empathetic and professional attitude toward customers at all times;
- Responding promptly to customer enquiries;
- Communicating with customers through various channels;
- Acknowledging and resolving customer complaints;
- Thorough knowledge of DSTV products in order to answer customers' questions accurately;
- Processing new accounts;
- Keeping records of customer interactions, transactions, comments and complaints;
- Ensure customer satisfaction and provide professional customer support.

HONDA MARINE – PUBLIC RELATIONS OFFICER

JAN 2009 – DEC 2009

Duties:

- Responsible for internal and external communication by using all forms of media and communication tools to build, maintain and manage the reputation of the brand and the specific branch.



UNIVERSITY OF
KWAZULU-NATALTM
INYUVESI
YAKWAZULU-NATALI

This is to certify that

Zamani Charmaine Mcina

was admitted this day
at a congregation of the University
to the degree of

Bachelor of Laws

having satisfied the conditions prescribed for the degree

AS van Jaarsveld
Vice – Chancellor

SS Mokoena
Registrar

12/6/19

M Reddi
Dean



to be
Administrative
Office of the Registrar of Oaths
Academic Administration
University of KwaZulu-Natal

206503044

20 April 2018
UV PROTECTED

37145



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UNIVERSITY OF KWAZULU-NATAL

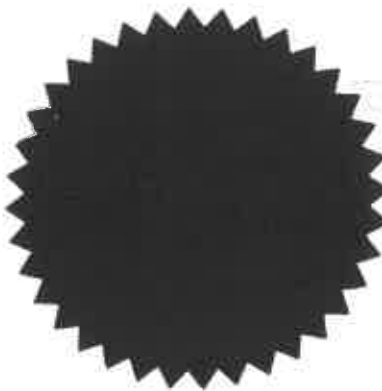
This is to certify that

Zamani Charmaine Mcina

was admitted this day
at a congregation of the University
to the degree of

Bachelor of Social Science
(Marketing, Media and Cultural Studies)

having satisfied the conditions prescribed for the degree.



issued to be

Administrative Services
Office of the Vice-Chancellor
Office of Academic Administration
University of KwaZulu-Natal

14/6/19

M W Makgoba
Vice-Chancellor

J J Meyerowitz
Registrar

D P McCracken
Dean

17 April 2009

UNIVERSITY OF KWAZULU-NATAL

2019 Mid-Year Examination Results

Last Name	Mcina	Campus	: Pietermaritzburg
First Name	Zamani Charmaine	Full/Part	: Full Time
Student Number	206503044	Faculty	: COLLEGE OF LAW & MAN STUDIES
Degree/Diploma	Master of Laws (Business Law)		
Academic Year	1		

Name of Course	Course Code	Grade	Codes
JUNE EXAMINATIONS			
Adv. Labour Law	LAWS8AK	68 P	Pass
Advanced Tax I	LAWS8AO	79 PM	Certificate of Merit
Research Methodology	LAWS8DZ	62 P	Pass



ACADEMIC RECORD

STUDENT NAME : Mcina, Zamani Charmaine
STUDENT NUMBER : 206503044

DATE OF BIRTH : 14-MAR-1988

COURSE	COURSE NAME	GRADE	REMARKS
Bachelor of Social Science			
2006 Semester One			
CCMS101P1	Writing and the Media	66	Pass
ENGL101P1	Introduction to English Studies A	62	Pass
ISTN101P1	IS & T for Business	60	Pass
SOCY101P1	Introduction to Sociology	63	Pass
Bachelor of Social Science			
2006 Semester Two			
CCMS102P2	Introduction to Media Studies	61	Pass
ETHS102P2	Ethics 1: Life, Sexuality and Death	62	Pass
MGNT102P2	Management 120	72	Pass
SOCY102P2	Introduction to South African Society	66	Pass
Bachelor of Social Science			
2007 Semester One			
APLS101P1	Language, Society & Power	60	Pass
MECS202P1	Introduction to Cultural Studies	76	Pass
MGNT2IMP1	Management 210 - Intro to Marketing & HR	56	Pass
SOCY201P1	Classical Sociology Theory	62	Pass
Bachelor of Social Science			
2007 Semester Two			
DRAM102P2	Drama & Performance Studies 102	69	Pass
MECS201P2	Screen Studies	63	Pass
MECS212P2	Public Relations	71	Pass
MGNT2IPP2	Mgt 220-Operations Mngt & Entrepreneurship	61	Pass
Bachelor of Social Science			
2008 Semester One			
DRAM203P1	Drama & Performance Studies 2: Production	71	Pass
MARK301P1	Consumer Behaviour	64	Pass
MARK303P1	Marketing Research	64	Pass
MECS302P1	Cinema Studies	64	Pass
MECS321P1	New Media Studies	59	Pass
Bachelor of Social Science			
2008 Semester Two			
MARK302P2	Marketing Communications	61	Pass
MARK305P2	Special Topics in Marketing	61	Pass
MECS312P2	Advertising and Marketing	60	Pass
MECS322P2	Television Studies	67	Pass
Degree Completed - Bachelor of Social Science in Marketing, Media And Cultural Studies			08-DEC-2008

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SIGNED

FOR : REGISTRAR
19-JUL-2019

PAGE NO : 1 OF 4

CERTIFIED A TRUE COPY OF THE ORIGINAL AND
NO INDICATION OF ANY ALTERATIONS ON THE
ORIGINAL BY UNAUTHORISED PERSONS

2019-07-25

COMMISSIONER OF OATHS
MANAGER AT JKS RETAIL (PTY) LTD
9-18-2, PIETERMARITZBURG, 21/09/05
111 KING EDWARD AVENUE, PIETERMARITZBURG

UNIVERSITY OF KWAZULU-NATAL

19 JUL 2019

PIETERMARITZBURG CAMPUS



ACADEMIC RECORD

STUDENT NAME : Mcina, Zamani Charmaine
STUDENT NUMBER : 206503044

DATE OF BIRTH : 14-MAR-1988

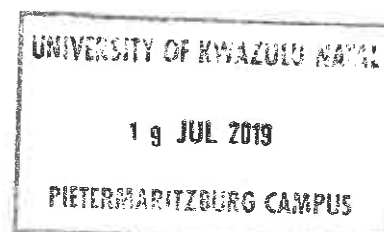
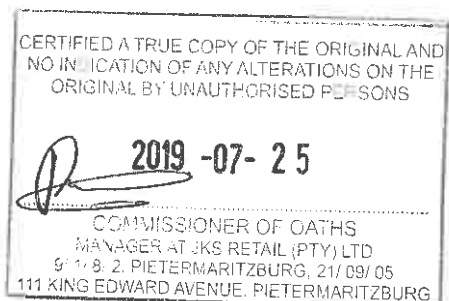
COURSE	COURSE NAME	GRADE	REMARKS
Bachelor of Laws (4-year)			
2015 Semester One			
LAWS1LWP1	Introduction to Law	69	Pass
LAWS2CRP1	Criminal Law	60	Pass
LAWS2FMP1	Family Law	66	Pass
LAWS2LPP1	Law of Persons	65	Pass
LAWS2LRP1	Legal Research Writing & Reasoning	68	Pass
Bachelor of Laws (4-year)			
2015 Semester Two			
ENGL102P2	Introduction to English Studies B	80	Pass
LAWP1FLP2	Foundations of SA Law	71	Pass
LAWS2CSP2	Constitutional Law		Exam deferred
LAWS2DLP2	Delict	67	Pass
LAWS2HRP2	Human Rights	68	Pass
LAWS2LWP2	Interpretation of Law	86	Pass
Bachelor of Laws (4-year)			
2015 SEMESTER TWO SUPPLEMENTARY			
LAWS2CSPS2	Constitutional Law	73	Pass
2015 Exemptions - Bachelor of Laws			
CCMS101H1	Writing and the Media		Exemption with credit
ENGL101P1	Introduction to English Studies A		Exemption with credit
MGNT102P1	Management 120		Exemption with credit
MECS202P2	Introduction to Cultural Studies		Exemption with credit
MECS212P2	Public Relations		Exemption with credit
SOCY102P2	Introduction to South African Society		Exemption with credit
Bachelor of Laws (4-year)			
2016 Semester One			
LAWS3INP1	International Law	80	Pass
LAWS3LDP1	Legal Diversity	81	Pass
LAWS3LLP1	Labour Law	69	Pass
LAWS3PTP1	Professional Training 1	81	Pass
LAWS3SCP1	Succession	62	Pass
LAWS3SOP1	Specific Offences	50	Pass
Bachelor of Laws (4-year)			
2016 Semester Two			
LAWS2PRP2	Property		Exam deferred
LAWS3APP2	Accounting for Legal Practice	89	Pass

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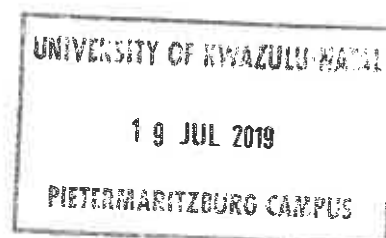
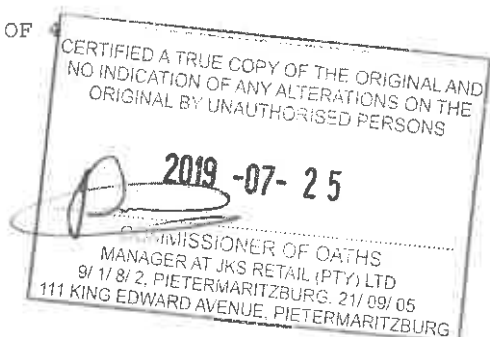
COURSE	COURSE NAME	GRADE	REMARKS
LAWS3CPP2	Criminal Procedure		Exam deferred
LAWS3CTP2	Contract	73	Pass
LAWS3EVP2	Evidence	70	Pass
LAWS3JPP2	Jurisprudence	75	Pass
Bachelor of Laws (4-year)			
2016 SEMESTER TWO SUPPLEMENTARY			
LAWS2PRPS2	Property	83	Pass
LAWS3CPPS2	Criminal Procedure	73	Pass
Deans Commendation - Bachelor of Laws			30-JAN-2017
Bachelor of Laws (4-year)			
2017 Semester One			
LAWS4ALP1	Administrative Law	65	Pass
LAWS4COP1	Corporate Law	75	Pass
LAWS4MLP1	Maritime Law	68	Pass
LAWS4NGP1	Negotiable Instruments	58	Pass
LAWS4PTP1	Professional Training 2	67	Pass
LAWS4SNP1	Sentencing (Elective)	69	Pass
Bachelor of Laws (4-year)			
2017 Year			
LAWP4CCP0	Clinical Law	71	Pass
Bachelor of Laws (4-year)			
2017 Semester Two			
LAWS4AJP2	Access to Justice in South Africa	78	Pass
LAWS4CVP2	Civil Procedure	84	Pass
LAWS4IAP2	Insurance & Agency	66	Pass
LAWS4SIP2	Security & Insolvency	87	Pass
LAWS4SLP2	Sale, Lease & Credit Agreements	75	Pass
Deans Commendation - Bachelor of Laws			13-DEC-2017
Degree Completed - Bachelor of Laws			13-DEC-2017
Master of Laws (Business Law)			
2019 Semester One			
LAWS8AKP1	Adv. Labour Law	68	Pass
LAWS8AOP1	Advanced Tax I	79	Certificate of Merit

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ACADEMIC RECORD

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STUDENT NUMBER : 206503044

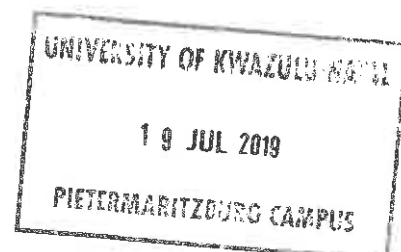
DATE OF BIRTH : 14-MAR-1988

COURSE	COURSE NAME	GRADE	REMARKS
LAWS8DZP1	Research Methodology	62	Pass
Master of Laws (Business Law)			
2019 Semester Two			
LAWS8AGP2	Adv. Corporate Law		NO RESULT
LAWS8LMP2	Mini Dissertation		NO RESULT
END OF ACADEMIC RECORD			
CONDUCT SATISFACTORY			

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19-JUL-2019

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GEREGISTREEDE WOON- EN POSADRES

1. Bewaar die bewys van u GEREESTREEDE WOON- EN POSADRES in hierdie sakkie.

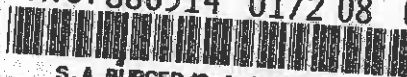
2. Indien u van adres verander het, of indien besonderhede van u huidige adres, bv. straatnaam, en/of -nommer, ens. verander het, moet die vorm KENNISGEWING VAN ADRESVERANDERING, wat in die sakkie agter in die identiteitsdokument is, gebruik word om die verandering aan te meld en moet dit ingedien word by of gepos word aan die naaste streek-/distrikkantoor van die DEPARTEMENT VAN BINNELANDSE SAKE.

REGISTERED RESIDENTIAL AND POSTAL ADDRESS

1. Keep the proof of your REGISTERED RESIDENTIAL AND POSTAL ADDRESS in this pocket.

2. If you have changed your address, or, if particulars of your present address, e.g. name of street and/or street number, etc., have been changed, the NOTICE OF CHANGE OF ADDRESS form in the pocket at the back of the identity document must be used to report the change and it must be handed in at or posted to the nearest regional/district office of the DEPARTMENT OF HOME AFFAIRS.

I.D.No. 880314 0172 08 0



S. A. BURGER/S. A. CITIZEN

VAN/SURNAME

MCINA

VOORNAME/FORENAMES

ZAMANI CHARMATNE

GEBORTEDISTRIK OF LAND/
DISTRICT OR COUNTRY OF BIRTH

SOUTH AFRICA

GEBORTE DATUM/
DATE OF BIRTH

1988-03-14

DATUM UITGEREEN/
DATE ISSUED

2004-08-12

UITGEREEN OP BEHALF VAN DIE
MINISTER-GENERAAL
BINNELANDSE SAKE

WAARDE BY AGENSIE OF THE
DIRECTOR-GENERAL
HOME AFFAIRS



Certified to be true copy of the original

Patricia Pearson
Administrative Officer
Ex officio Commissioner of Oaths
Student Academic Administration
University of KwaZulu-Natal
Pietermaritzburg

12/6/19



DEPARTMENT: HOME AFFAIRS
REPUBLIC OF SOUTH AFRICA
MARRIAGE CERTIFICATE

BI-27

J 2755867

(Issued in terms of the regulations made under the Marriage Act, 1961, Act No. 25 of 1961)

HUSBAND: ID No.

8	8	0	1	2	0	5	5	3	3	0	8	9
---	---	---	---	---	---	---	---	---	---	---	---	---

Surname OLIPHANT

Forenames in full SENYATSO RETHABILE

Date of birth: Day

2	0
---	---

 Month

0	1
---	---

 Year

1	9	8	8
---	---	---	---

WIFE: ID No.

8	8	0	3	1	4	0	1	7	2	0	8	0
---	---	---	---	---	---	---	---	---	---	---	---	---

Maiden name MCINA

Forenames in full ZAMANI CHARMAINE

Date of birth: Day

1	4
---	---

 Month

0	3
---	---

 Year

1	9	8	8
---	---	---	---

Date of marriage: Day

2	7
---	---

 Month

1	2
---	---

 Year

2	0	1	3
---	---	---	---

Marriage solemnized at BALLITO

27 DECEMBER 2013
Date of issue

K. Fick
Marriage Officer

BD33366
Designation Number

G.P.-S. 05/03

