

STEPHAN DE VRIES



**148 Waverley Road
Dan Pienaar
Bloemfontein
9301**

**Cell: 082 065 8874
Email: devriesstephan@yahoo.com**

PERSONAL PROFILE

I am an ambitious final year law student with excellent interpersonal skills and a well-developed work ethic. I prefer to take a solution-focused approach when solving problems and my ability to think on my feet during a crisis has served me well in the past.

EDUCATION AND TRAINING

2015 – present: University of the Free State (UFS)
Baccalaureus Legum (LLB)

2014: Sentraal High School, Bloemfontein
National Senior Certificate
Distinctions: Life Orientation, Life Sciences

WORK EXPERIENCE

January 2018: Advocate J.D. de Vries – Cape Town
Assistance in preparing briefs

Serving and filing of documents
Attendances at court
Legal research
Liaising with clients, liquidators and attorneys
Proofreading of documents, pleadings, notices, contracts
Attending to office correspondence

November 2016: JL Jordaan Attorneys – Bloemfontein

Serving and filing of documents
Legal research

SKILLS

- Communication: Excellent verbal and writing skills in English and Afrikaans.
- Computer Skills: Competent user of MS Word, Power Point
- Language Proficiency: Fluent in English and Afrikaans
- Leadership and teamwork: Equally confident in fulfilling a leadership role as well as working as a team member.
- Organisation: Excellent organisational and time management skills. Currently responsible for rental contract, organisation of rental payments and other expenditure at a student house.
- Data gathering and analysis: Current study field provided a solid knowledge base of research methods, factual analysis and the integration of complex data.
- Critical thinking: Ability to formulate ideas and concepts in a concise and articulate manner.

ACHIEVEMENTS

2017, 2016: Competing in the *Round The Island* Regatta, Deneysville
2016: Day Skipper's Ticket and International Certificate of Competence – Offshore Sailing Academy - Durban
2015: Private Pilot License (PPL) – Westline Aviation, Bloemfontein
2013: Combined South African Air Force (SAAF) and Royal Air Force (RAF) Aviation Development Youth Programme
2012: South African Air Force (SAAF) – Siyandiza/Young Falcons Programme

INTERESTS

Sailing, Reading, Music (Bass Guitar), Aviation, Game Farming

REFEREES

Prof Neels Swanepoel
Head of Department: Public Law
Law Faculty University of the Free State
Email: SwanepCF@ufs.ac.za

Mr Mmiselo Qumba
Lecturer: Department of Mercantile Law
Law Faculty University of the Free State
qumbamf@ufs.ac.za

Adv Jaco de Vries
Practising Advocate of the Cape Bar
devriesj@law.co.za
0832620309

Mr Johan Jordaan
Director of law firm and practising attorney
JL Jordaan Attorneys
Email: johan@jlj.co.za
Tel: 051 447 0805