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| |  |  | | --- | --- | | Mayizuke Nciya  Admitted Attorney of the High Court RSA (11 October 2019)  [www.linkedin.com/in/mayizuke-nciya](http://www.linkedin.com/in/mayizuke-nciya)  🖂 Sea Point, Cape Town 🖳 nmayizuke@gmail.com 🕻 0604292176 |  | |

Career Objectives

*Building a career in the legal profession, from being an associate to hopefully being a director in the future, is my aspiration.*

*My intention is to apply and enhance the legal skills that I obtained in my theoretical training (LLB degree) and practicing the law (at Norton Rose Fulbright).*

*Currently, an ideal position would be as a Legal Advisor Legal Consultant or Junior Associate.*

Education

University of the Western Cape   
🞟 Bachelor of Laws (LLB), 2016

Fezeka Senior Secondary School  
🞟 National Senior Certificate (Science class), 2012

Skills

**Computer:** MS Office (Advanced: Word, Excel, PowerPoint, Publisher, Outlook and Access), Drop Box, Skype,   
Cloud Solutions (Google Drive & OneDrive) & Social Media (Facebook, Twitter, Instagram, Google+ and LinkedIn).

**Languages:** English (native), Xhosa (native), Zulu (communicative) and Sotho (basic).

**Soft skills:** Written and Oral Communication, Technical, Goal-orientated, Problem Solving, Adaptability, Strategic, Meticulous, Critical and Analytical Thinking, Self-Confidence, Self-motivated, Can-do attitude, Emotional Confidence, Multi-tasking, Prioritising, Time management, Pro-active, Thinking outside the box and Self-starter.

**Legal skills:** Legal drafting, Letters of demand, Drafting pleadings, Settlement agreements, Magistrate’s court appearances, Legal research, Drafting commercial and lease agreements, and Reviewing commercial and lease agreements.

Extra-curricular Activities

**Hobbies:** Walk at the Beach, Cycling, Hiking, Debating, Reading and Writing, Travelling and Networking.

Achievements and Awards

**2019:** Completed Articles of Clerkship

**2014:** Top 3, ENSafrica Moot Court Competition

**2013/2014:** Dean Merit List, Faculty of Law, University of the Western Cape

**2013 – 2016:** Lithemba Bursary Trust

Work Experience

🞟 Norton Rose Fulbright  
 Job Title: Candidate Attorney (articles of clerkship)  
 Practice Area: Competition and Commercial law, Commercial litigation and Public interest litigation  
 Key tasks and Responsibilities: Liaising with clients and sheriffs, Consulting with clients and Counsel(s), Legal research, General legal drafting and Drafting pleadings for Magistrate’s court, High Court and Constitutional Court, Attending to Magistrate’s court appearances, Doing Eviction Applications, Attending to execution of judgment by the sheriff, preparing for and filing mergers, and also attending to community law clinics and workshops  
 Period: January 2017 – January 2019

🞟 Smith Tabata Buchanan Boyes  
 Job Title: Vacation Student  
 Practice Area: Litigation and Employment law  
 Key tasks and Responsibilities: Assisting with Legal drafting and legal research.  
 Period: July 2015

🞟 Edward Nathan Sonnenberg  
 Job Title: Vacation Student  
 Practice Area: Litigation and Employment law  
 Key tasks and Responsibilities: Assisting with Legal drafting and legal research.  
 Period: December 2014

References

**Prof Andrew Dawes, University of Cape Town:** 082 422 9940

**Nicki van’t Riet, Director at Norton Rose Fulbright:** 083 260 9212