**BIANCA CLEENWERCK**

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I am an outgoing, energetic and reliable Postgraduate Law student, in my final year at The University of Cape Town. I have an Undergraduate Degree, Bachelor of Social Sciences (in Psychology and English) from The University of Cape Town. Experience in admin, sales, data capturing and promotional work. Mentor for first year students, a student support officer at the Discrimination and Harassment Centre at the University of Cape Town and I interned at The South African Rugby Union (SARU) during my Undergraduate studies.

**EDUCATION**

**2010-present: University of Cape Town**

**1) -Postgraduate LLB (Law)**

**-**Relevant courses include:

-(PRESENTLY): Final year: Legal Practice, Civil Procedure, Criminal Procedure, Commercial Transactions, Labour law, Administration law, Current developments in Company Law, Law of Evidence, Tax Law A and B, Medicina Forensis

-I am also registered and part taking in Copyrightx:UCT-this is an affiliate course with Harvard University in America.

-(3rd year): Jurisprudence, Law of Delict, criminal law, law of contract, corporation law, African customary law, International law

-(1st and 2nd year):Property Law, Constitutional Law, Succession Law, Foundations of South African Law and Comparative Legal History.

-**2) -Bachelor of Social Sciences (Psychology & English)**

**-**Relevant courses include:

**Psychology:** Introduction to Psychology, Statistics, Research Psychology 1&2, Clinical Psychology 1 & 2, Developmental Psychology, Health Psychology and Social Psychology.

**English:** Modernism, Shakespearian Literature, Contemporary Literature and African Literature.

**Electives:** Business Law 1&2, Basic Professional Interaction, Philosophy and Critical  Thinking.

**2009: National Senior Certificate, Hermanus High school, Hermanus.**

**ACHIEVEMENTS and LEADERSHIP POSITIONS**

**2014**: Mentor for LLB first year students

**2013 and 2012:** Deans Merits list at the University of Cape Town

**2012:** Nominated for Golden Key Society

**2012:** Mentor for Extended Degree Program (EDP) students at University of Cape Town

**2009:** Head Library Monitor, Hermanus High School

**2009:** Head of Green Environment Committee, Hermanus High School

**2004:** Prefect, Bosmansdam Primary

**2001:** Head Library Monitor, Bosmansdam Primary School

**WORK EXPERIENCE**

**2015-2014: Engineering and Built Environment Faculty, University of Cape Town. Administration Assistant.**

-Assisting in data capturing and filing of student records

-consignment of documentation to archives

-conveying academic exclusions and re-admissions

-Reception work

**2015-2014: Vacation work at Herold Gie, Cape Town. (vacation/part-time work)**

-Assisted Directors, associates and candidate attorneys with research

-accompanied candidate attorneys to courts (Cape Town, Wynberg, Bellville)

-completed exercises that pertained to practical aspects of candidacy (ie. Letter of demand)

**2014-2012: Discrimination and Harassment Offices, University Of Cape Town –Student Support Officer (part-time).**

-Providing support and options for students/staff in sexual harassment and discrimination cases.

-Filing and data capturing.

-Reception work: assisting with telephone calls and organizing meetings with clients and mediators.

-Organizing and planning schedules and payment plans

**2014: Mentor for LLB first year students (volunteer work)**

**2014: Acting as a court attendant/bailiff for Moot court trials for intermediate year students.**

**2014-2013: Data capturer and filing at the University of Cape Town (Part-time work)**

(Humanities and Commerce Faculties)

**2013**: community service for Students for law and social justice (SLSJ)

**2012: South African Rugby Union (Museum and Heritage Department) -Intern (part-time).**

-Excellent experience in working as part of a team of a world renowned company.

-Registering all the artifacts that are to be displayed in the future SARU Museum.

**2012: Extended Degree Program (EDP), University of Cape Town – Mentor (volunteer).**

* Weekly meetings with First year students within EDP as a mentor
* Fortnight meetings with Senior mentors of EDP
* Submission of weekly progress reports
* Academic and social guidance

**2012: Tutoring Grade 12 mathematics**

**2012: One-to-One with Lenteguer Hospital – (Volunteer).**

**2011: Incolab Products (Innoxa Skincare) –Promotion staff (part-time).**

**2011: Friends of Valkenberg and William Slater Rehabilitation Centre – (volunteer).**

**2009-2011: Aqua maritime, Tourist souvenir store –Sales Personnel (part-time).**

**2010, 2007: Verdiez Pizzeria (Cape Town), Barnhouse Grill (Hermanus) - Waitress (Part-time).**

**2009: Cubana (Hermanus)-Hostess (Part-time).**

**REFEREES**

Ms Isha Dilraj: Postgraduate Manager: Engineering Faculty, University of Cape Town.

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Ms Rashieda Khan: Manager of Discrimination and Harassment offices, University of Cape Town

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Mr Hendrik Snyders: Manager of Museum and Heritage Department, South African Rugby Union (SARU)

Tel: 076 5677 645

Email: [HendrikS@sarugby.co.za](mailto:HendrikS@sarugby.co.za)

Ms Patricia Jones: Manager of Aqua Maritime tourist souvenirs, Hermanus

Cell: 082 6711 640