



Kingjustine Mulalo Tshivhase

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for an administrative, consultant, legal research and development job where my experience and expertise are involved. My positive points are to engage with the community and come up with recommendations on legal issues. Also the necessity of being productive and helpful person within the firm/company and society. I believe in team building and team work with people from different social backgrounds, colour, ethnicity and religion. Overallly I am a hardworking person and very committed to any position given to me.

Preferred occupation

Administrators

Administrative jobs

Personal assistant

Administrative jobs

Filing clerk

Administrative jobs

Academic officer

Management, human resources jobs

Lawyers

Law, legal jobs

Paralegals

Law, legal jobs

Collections paralegal

Law, legal jobs

Transport assistant

Other jobs

Office manager

Other jobs

Miners

Mining jobs

Part time jobs

Part time, weekend jobs

Jobs abroad

Jobs abroad

Preferred work location

Bethlehem

Free State

Bloemfontein
Free State

Harrismith
Free State

Kroonstad
Free State

Sasolburg
Free State

Welkom
Free State

East Rand
Gauteng

Johannesburg
Gauteng

Pretoria / Tshwane
Gauteng

West Rand
Gauteng

Drakensberg
KwaZulu-Natal

Durban City
KwaZulu-Natal

Bela-Bela / Warmbad
Limpopo

Lephalale / Ellisras
Limpopo

Marblehall
Limpopo

Modimolle / Nylstroom
Limpopo

Mokopane / Potgietersrus
Limpopo

Musina / Messina
Limpopo

Phalaborwa
Limpopo

Polokwane / Pietersburg
Limpopo

Thabazimbi
Limpopo

Tzaneen
Limpopo

Bethal

Mpumalanga

Ermelo
Mpumalanga

Groblersdal
Mpumalanga

Komatipoort
Mpumalanga

Lydenburg
Mpumalanga

Mbombela / Nelspruit
Mpumalanga

Middelburg
Mpumalanga

Piet Retief
Mpumalanga

Witbank
Mpumalanga

Volksrust
Mpumalanga

Standerton
Mpumalanga

Contacts and general information about me

Day of birth	1989-06-18 (36 years old)
Gender	Male
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2015.01 iki 2017.02
Company name	M-Plan Architectural c.c.
You were working at:	Administrators
Occupation	Legal Research and Contract Administrator
What you did at this job position?	Personal assistant, Drafting of legal documents of construction, Consultation and meetings with the Director and clients, Legal research and opinions.

Working period **nuo 2017.03 iki 2018.03**
 Company name T.S. Attorneys Inc
 You were working at: Paralegals
 Occupation Legal Research and Development Consultant
 What you did at this job position? Personal assistant, Consultation and meetings with the Director and Clients, Legal procedure and drafting of documents, Legal Research and opinions, Community engagement.

Working period **nuo 2018.04 iki 2020.01**
 Company name Highway Connections c.c.
 You were working at: Transport assistant
 Occupation Legal Research and Transport Consultant
 What you did at this job position? Personal assistant, consultation and meeting with Director and Clients, Logistics management, Drafting of legal documents, Legal research and opinions.

Education

Educational period **nuo 2010.02 iki 2014.11**
 Degree Honours
 Educational institution University of Venda
 Educational qualification LLB (Law)
 I could work Candidate Attorney / Lawyer / Administration

Educational period **nuo 2013.02 iki 2013.11**
 Degree Certificate
 Educational institution University of Venda
 Educational qualification Law Clinic
 I could work Legal Research and Paralegal

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	very good
Tshivenda	very good	very good	good
isiZulu	very good	very good	good
SiSwati	good	good	good
isiNdebele	good	good	basic

Computer knowledge

Microsoft Office

Spreadsheets

Email communication

Marketing automation

Data visualization

Analytics

Conferences, seminars

Social media

Black Lawyers Association.

Graphic design

Community engagement on crimes and gender equality.

Legal Research and Development.

Moot Court.

Recommendations

Contact person Miss Mashudu G. Tshivhase

Occupation Architect - Director

Company M-Plan Architectural c.c.

Telephone number 0848779997

Email address info@mplanarch.co.za

Contact person Mr Thulani Sithole

Occupation Attorney - Director

Company T.S. Attorneys

Telephone number 011 262 2036

Email address thulani@tsitholeattorneys.co.za

Contact person Mr Fungai Chinyanga

Occupation Logistics Managing Director

Company Highway Connections

Telephone number 0846635079

Email address highwayconnections@gmail.com

Contact person Dr. Inga. David Tinarwo

Occupation Senior Lecturer - Renewable Energy Consultant

Company University of Venda

Telephone number 015 962 8918

Email address david.tinarwo@univen.ac.za

Contact person	Dr. Patrick Dzimiri
Occupation	HOD Department of Development Studies
Company	University of Venda
Telephone number	015 962 8126
Email address	patrick.dzimiri@univen.ac.za

Additional information

Your hobbies	Sports Travelling Watching documentaries and series
Driver license from	2017-07-00 (8 years)
Salary you wish	15 000 R per month