

CURRICULUM VITAE OF:

Nande Mheshe



CONTACT DETAILS

Email

LANGUAGES

- English
- Xhosa

OBJECTIVE STATEMENT

I am the Founder and Director of Mheshe Attorneys Incorporated, a 100% black women owned Law Firm based in Gqeberha, South Africa. I am an Admitted Attorney, Conveyancer and Notary Public of the High Court of South Africa, at Mheshe Attorneys we specialize in inter alia, administrative law, corporate governance, civil litigation, criminal litigation, labour law, contracts law, conveyancing, property law, constitutional law, interpretation of statutes, administration of deceased estates.

My professional registration is with the Legal Practice Council of South Africa, with membership number 106871.

I have found my niche in corporate governance matters and currently serve on 2 Boards providing oversight on governance and statutory requirements and ensure overall compliance with the applicable legislative and regulatory frameworks,

I pride myself in relevant independent governance knowledge to assist the various Boards to effectively discharge their mandates and to exercise fiduciary responsibilities.

I align with accountability principles to ensure the Executive Management achieves the organisation's vision and financial sustainability.

I possess the ability to exercise independent oversight on the management of strategic risks within organisations and review the implementation of the required risk mitigation strategies by Executive Management.

I also have and constantly strive to improve the necessary skills required to impact strategic level discussions during Board and/or committee meetings.

- Represent clients at CCMA
- Institute review applications for unfair dismissal in the High Court
- Represent clients at Labour Court

Contract law

- Provide legal opinion and advice on the law of contract
- Provide litigation services in all areas of contract law
- Vetting of contracts
- Drafting of contracts
- Notarisation of contracts

Criminal litigation

- Attend to opposed and unopposed bail applications
- Attend to bail applications in respect of immigration and refugee law matters
- Represent clients in court
- Represent clients in the Children's Court

WORK HISTORY

Employer: WLangson & Associates INC.

Duration: 03 October 2022- 24 November 2023

Designation: Admitted Attorney of the High Court of South Africa
 Conveyancer
 Notary Public

Duties

Private property transfers

- Attend to the drafting of transfer documents in respect of properties sold
 - Arrange consultations with clients to explain the process flow of conveyancing
 - Liaise with Deeds Office in respect of lost title deed applications
 - Provide weekly progress reports to sellers, purchasers, and estate agents
 - Conduct trainings for estate agents in respect of conveyancing matters
 - Work in tandem with Bond Registration and Bond Cancellation attorneys
 - Prepare Statement of Accounts for accountability to clients upon registration
 - Perusing and analyzing Offer to Purchase for validity purposes
 - Maintain confidentiality of clients' information
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- Draft and attend to correspondence and providing feedback to client

MUNICIPAL PROPERTY LAW MATTERS

- Attend to the transfer of land sold by the Nelson Mandela Bay Municipality to members of the public and to non-profit organisations.
- Provide legal advice on spatial planning, land use management and land development matters.
- Attend to the opening of township registers and registration of General Plans
- Provide legal advice on land disputes.
- Represent the municipality in respect of unauthorized land use matters.
- Ensure compliance with Municipal by-laws and SPLUMA.
- Provide legal advice to Land Planning Directorate in respect of encroachment disputes and provide strategic guidance
- Provide monthly reports on all municipal matters to the Mayor of the local authority.
- Attending to expropriation of Servitudes
- Provide legal opinion to the Head of Legal Services in respect of disputes arising from sale of land.

Litigation

- Attend to litigious matters relating to land disputes.
- Attend to briefing Advocates in respect of unauthorised land use matters.
- Drafting documents for service through the Sheriff
- Providing Advocates with brief to prepare for High Court Applications to request for the granting of demolition orders in cases of illegal use of land.
- Ensuring enforcement of orders granted by the High Court.

Notarial Services

- Provide legal advice in respect of the various matrimonial property systems.
 - Drafting of Antenuptial Contracts
 - Drafting of Postnuptial Contracts
 - Notarisation of documents for use outside of South Africa
 - Authentication of documents concluded outside of South Africa
 - Recording of all documents notarized in the Protocol Register
 - Drafting and notarization of Notarial Deeds for registration at the Deeds Office
 - Drafting of Co-habitation Agreements
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Leadership Role:

Duration- 2022-current

Regional Secretary for the Black Conveyancers Association

- Arranging of meeting with members of the association
- Taking minutes of meetings
- Arranging meetings with key stakeholders and engaging on a high level to secure work for members of the association as duly mandated.
- Serve on the Constitutional Review Committee, to amend and update the Constitution of the Association
- Compile quarterly reports for the National Executive Committee of the Association
- Ensuring constant engagement sessions with the Minister of Human Settlements, NHBRC, local municipality, banks and other stakeholders to keep them accountable to transformation targets as prescribed.

Employer: Legal Aid South Africa (King Williams Town)

Duration: 15 September 2021-15 September 2022

Position held: Articled Clerk (Candidate Attorney)

Duties

- Conduct consultations with clients and witnesses
- Represent clients in court on criminal matters and civil matters
- Ensure general and compliance with court procedures and rules
- Convene round table meetings, to negotiate fair and reasonable settlements
- Conduct research, critically analyzing the law and apply the law to the facts
- Prepare legal opinions
- Give legal advice to clients, and evaluating clients' needs
- Perusing and analyzing contracts
- Maintain confidentiality of clients' information,
- Draft and attend to correspondence and providing feedback to clients,
- Draft pleadings, notices, applications, and other legal documents,
- Maintain accurate statistics and proper keeping of allocated case records on MAR (Matter Activity Report) and
- Assist in community out-reaches and awareness programs by preparing presentations and effectively delivering same to community members on legal topics and further provide legal advice

Leadership Role:

Chairperson of the Association of Candidate Attorneys:

- Engaging with Senior Attorneys in Management to ensure that they create an enabling environment conducive for adequate learning and growth for candidate attorneys

- Facilitating legal workshops to help upskill the candidate attorneys
- Engaging in quarterly meetings with the Legal Practice Council to raise concerns and challenges faced by candidate attorneys in their work spaces.
- Ensuring that candidate attorneys get sufficient exposure to all areas of law and not be subjected to only one area.
- Engaging with the Black Lawyers Association Executive Leadership for organizing and hosting of Memorial Lectures for all candidate Attorneys.

Employer: Department of Human Settlements

Duration: July 2014-September 2021

Position held: Senior Legal Admin Officer

Duties

- Drafting and vetting of Funding Agreements and Service Level Agreements
- Manage and monitor Departmental contracts administration.
- Update and maintain contract register.
- Administer Departmental contracts.
- Drafting of Notice of Default and Termination Letters
- Render legal opinion on adverse legal matters to the Accounting Officer
- Conduct thorough research on recent case law relevant to legal matters dealt with in the Department and make proposals to the Head of the Unit.
- Prepare legal reports on research conducted on case law and legislation in order to maintain relevance within the legal sphere.
- Manage litigation instituted against and by the Department, interlinking with the office of the State Attorney
- Conduct legislative review.
- Assist in implementing the contract management strategy
- Identify gaps on contracts and facilitate review of them
- Ensure Contractors compliance with insurance requirements.

Leadership Role:

Duration- 2014-2016

Shop Steward-NEHAWU

- Representing employees in disciplinary hearing
 - Engaging with the Head of the Department regarding policy issues affecting employees
 - Attending to shortlisting and interviews of managerial positions
 - Engaging with Provincial Leadership of NEHEWU in respect of branch activities
 - Facilitating workshops for employees in respect of labour law matters
 - Attending to Bargaining Council Meetings
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- Attending and making inputs at Strategic Planning Sessions with the Department, with a clear mandate of ensuring that the interests of members are advanced and protected.

NOTABLE SKILLS

Knowledge of the Deeds Registries Act 47 of 1937

Knowledge of Spatial Planning and Land Use Management Act 16 of 2013(SPLUMA)

Knowledge of National Building Regulations and Building Standards Act 103 of 1977

Good litigation skills

Problem –solving skills

Drafting Skills

Analytical thinking

Strategic thinking

Conflict management

Legal Research skills

REFERENCES

Name	Designation	Contact Numbers
Ms. N. Marhenene	Senior Legal Practitioner Legal Aid South Africa	
Mr. S. Mbiza	Deputy Director-Legal Advisory Services Department of Human Settlements	
Dr Nakedi Mathews Phosa	Chairman: The Trans- Africa Water Aliance, Director of PhosaLoots Attorneys	