

*CV of*  
*Moses Isa Mulauzi (Mr.)*  
*ID No.*

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***SUMMARY***

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*I am a results-driven legal and governance professional with over 10 years of experience across international development, legal advisory, and protection coordination, predominantly within the United Nations system. My expertise spans community-based protection, human rights advocacy, and legal interpretation with a solid foundation in corporate governance, contract law, and statutory compliance—making me a strong candidate for the Company Secretary position.*

*In my previous roles as a Protection Associate and Development Officer, I successfully established and supported community structures aimed at enhancing self-reliance and advancing human rights-based approaches. I have led participatory assessments, coordinated multi-stakeholder engagements, and served as the regional focal point for Refugee Status Determination (RSD) and Internally Displaced Populations (IDPs), ensuring adherence to international and domestic legal standards across 16 Southern African countries.*

*Academically, I hold a Bachelor of Laws (LLB), which is the qualifying legal degree for practice in South Africa, alongside two Postgraduate Diplomas—one in Labour Law and another in Drafting and Interpretation of Contracts. I am currently completing my Master of Laws (LLM) in Corporate Law through the University of South Africa, a programme specifically focused on corporate legal frameworks, statutory interpretation, and the application of legal knowledge in the development of sound governance documentation and processes.*

*Further complementing my qualifications, I have completed Practical Legal Training through the University of Pretoria and am currently preparing for my board examinations, with the goal of being admitted as a legal practitioner. These experiences have equipped me with the tools to contribute meaningfully to board-level governance, compliance management, and regulatory oversight.*

*My combination of legal training, corporate governance education, and international experience places me in a unique position to provide strategic legal insight, manage board and committee operations, and uphold the highest standards of statutory and ethical compliance. I bring a deep appreciation for the importance of transparency, accountability, and sound administration—qualities essential for the successful execution of the Company Secretary role.*

***SKILLS***

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*Impeccable Communication Skills*

*Events & Functions Management*

*Office Administration*

*Oral Advocacy Skills*

*Interview and Investigative skills*

*Business Administration skills*

*Facilitation & Presentation Skills (Capacity Building)*

*Report Writing & Business proposals skills*

*Internal & External Stakeholder Engagement*

*Corporate governance skills*

*Legal skills Drafting and interpretation of contracts*

*legal research skills*

## **WORK HISTORY**

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### ***Assistant Protection Officer***

*United Nations High Commissioner for Refugees (UNHCR), Regional Bureau for Southern Africa – September 2020 to Present*

#### ***Key Responsibilities:***

- *Provide strategic protection guidance and functional support to country offices across the Southern Africa region, ensuring alignment with international legal standards and UNHCR's protection framework.*
- *Monitor the implementation of protection standards, operational protocols, and best practices, while offering technical input to cross-functional teams, including information management and programme units.*
- *Coordinate timely and effective protection responses tailored to the diverse needs of populations of concern (PoCs), with a focus on rights-based and solutions-oriented approaches.*
- *Identify and integrate protection safeguards across all operational sectors to enhance inclusion, promote self-reliance, and strengthen community-based protection mechanisms.*
- *Contribute to the development of comprehensive regional protection strategies, and engage with government authorities, partners, and stakeholders on legal and policy matters, consistent with international and regional obligations.*
- *Ensure meaningful participation of PoCs in decision-making processes affecting their lives and access to rights, by fostering inclusive dialogue with communities, local authorities, and humanitarian partners.*
- *Monitor and analyze political, socio-economic, and cultural developments across the region to assess their impact on the protection environment and inform strategic responses.*
- *Support Refugee Status Determination (RSD) procedures by providing technical assistance to strengthen fair and efficient asylum systems in member states.*
- *Assist in the implementation of statelessness reduction strategies and national action plans in accordance with the Global Action Plan to End Statelessness.*
- *Contribute to country-level child protection frameworks and ensure their integration into broader protection planning and programming.*

- *Facilitate the identification of appropriate durable solutions—including voluntary repatriation, local integration, and third-country resettlement—based on the rights and preferences of PoCs.*
- *Design and deliver capacity development initiatives for internal teams, national stakeholders, and implementing partners on protection principles, legal frameworks, and policy developments.*
- *Collaborate with development actors to reinforce the humanitarian–development nexus and advocate for the protection and inclusion of forcibly displaced persons in national development agendas.*

### ***Protection Associate***

*United Nations High Commissioner for Refugees (UNHCR), South Africa – 2013 to 2019*

#### ***Key Responsibilities:***

- *Conducted initial interviews and protection assessments for persons of concern (PoCs) to identify needs and implement appropriate protection interventions.*
- *Acted as a liaison between PoCs and relevant stakeholders, including judicial authorities, law enforcement agencies, and government departments, to ensure access to rights and services.*
- *Monitored, investigated, and responded to protection-related reports from PoCs, local partners, and authorities, ensuring timely and sensitive follow-up.*
- *Drafted and contributed to key office documentation, including Standard Operating Procedures (SOPs), protection guidelines, and talking points for stakeholder engagement.*
- *Participated in social assessments and provided recommendations for targeted social assistance and welfare interventions for vulnerable individuals and families.*
- *Supported the implementation and monitoring of protection-focused projects aimed at promoting self-reliance and inclusion of PoCs in host communities.*
- *Contributed to the identification and facilitation of durable solutions such as voluntary repatriation, resettlement, and local integration.*
- *Led and facilitated capacity-building initiatives for government officials and partners on international refugee law, detention practices, and protection principles.*
- *Advocated for the protection of vulnerable groups, with a focus on Child Protection and Sexual and Gender-Based Violence (SGBV) prevention and response.*
- *Conducted nationwide field monitoring missions to assess mixed migration trends, identify vulnerable populations, and inform strategic programming.*

### ***Human Rights Education Officer***

*Amnesty International South Africa*

*July 2012 – December 2012*

- *Led human rights education campaigns across South Africa, with a focus on refugee and migrant rights in Limpopo province.*
- *Conducted advocacy, stakeholder engagement, and awareness initiatives to promote Amnesty International’s mission.*

- *Facilitated the formation of school and community-based Amnesty groups and organized letter-writing marathons highlighting human rights violations.*
- *Contributed to membership growth, fundraising, and administrative support.*
- *Participated in the Annual General Meeting and contributed to organizational policy development.*

## **EDUCATION**

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***University of South Africa – currently studying towards an LLM specializing in corporate law anticipating graduation in 2025.***

***University of Pretoria- Enterprise university (attended school of legal practice preparation for board exams to practice law in south Africa - 2021***

***Post graduate diploma in Drafting and interpretation of contract NQF 9, University of Johannesburg (UJ) 2021***

***Post graduate diploma in Labour Law NQF 9, University of Johannesburg (UJ) 2020***

***LLB (Law) Degree NQF 8, University of South Africa (UNISA), 2018***

***Provincial and Local Government law NQF 6, UNISA, 2016***

***Refugee Law and Humanitarian support NQF 5, UNISA, 2013***

***Marketing Strategy NQF 6, UNISA, 2011***

***Marketing Communications NQF 6, AAA School of Advertising, 2010***

***Marketing Management N4-N6, Central Johannesburg College, 2008***

***Grade 12 Certificate, Musina High School, 2005***

***Advanced Human Rights Courses, University of Pretoria, 2014 – 2016***

- *Children s rights in Africa, 2014*
- *Judicial enforcement of socio-economic rights in Africa, 2015*
- *The rights to development in Africa, 2015*
- *Police oversight and accountability in Africa, 2017*
- *Civil society law in Africa, 2016*

***Certificates concluded online during the pandemic***

- *Online course on introduction to conveyancing 2020.*
- *Artificial intelligence courses with University of Johannesburg 2020.*
- *African insights course with University of Johannesburg 2020.*

## **CAREER GOALS**

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### **Short-Term Goals**

*In the immediate future, my focus is on advancing both my legal and leadership capabilities to make a tangible impact in the professional space. I am committed to:*

- *Applying my well-developed legal and technical expertise in my areas of specialization while upholding the highest standards of professionalism, discipline, and ethical conduct.*
- *Demonstrating a strong alignment with organizational values such as effective communication, accountability, an entrepreneurial spirit, and a commitment to making a meaningful difference in people's lives.*
- *Fostering teamwork, strategic thinking, and visionary leadership in all professional endeavors.*
- *Strengthening my interpersonal and transformational leadership skills to support sustainable and inclusive growth.*
- *Achieving accreditation in Alternative Dispute Resolution (ADR) and gaining admission into the legal profession by completing the board examinations.*
- *Continuing my academic journey, currently pursuing an LLM with a specialization in Corporate Law at the University of Johannesburg.*

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### **Long-Term Goals**

*Looking ahead, I am driven by a vision to contribute to the advancement of justice, economic empowerment, and social development across Africa. My long-term aspirations include:*

- *Playing a meaningful role in the socio-economic development of the African continent by promoting human rights and the effective administration of justice.*
- *Establishing a leading property development and investment company, as well as a prestigious law firm that provides expert legal services across Africa.*
- *Founding an NGO focused on supporting vulnerable groups, addressing socio-economic inequalities, and offering pro bono legal assistance to the economically marginalized.*
- *Serving on boards of prominent companies across South Africa and the broader African region, contributing strategic insights and governance expertise.*

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### **COMPUTER SKILLS**

#### **Computer Skills**

*Proficient in a wide range of computer applications and digital tools, including:*

- **Microsoft Office Suite:** MS Word, MS Excel, MS PowerPoint, MS Access, MS Publisher, MS Outlook
- **Project Management Tools:** MS Project, Trello, Asana
- **Data Management & Analysis:** Excel (advanced functions), Google Sheets, basic knowledge of Power BI
- **Communication & Collaboration:** Microsoft Teams, Zoom, Google Workspace (Docs, Sheets, Slides), Slack

- **Document Management & Research:** Adobe Acrobat Pro, EndNote, RefWorks, LexisNexis, Westlaw
- **Digital Literacy:** Internet navigation, professional email communication, cloud storage systems (OneDrive, Google Drive, Dropbox)
- **Presentation & Design Tools:** Canva, MS PowerPoint (advanced), basic Adobe InDesign and Photoshop
- **Legal Tools (where applicable):** Case management software, legal research platforms, e-filing systems

## **REFERENCES**

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*Reference will be provided on request.*