

CURRICULUM VITAE
MAMOHAPI CLAIRINA DISEKO

PERSONAL DETAILS:

NATIONALITY: South African

DRIVER'S LICENCE: Code B

LANGUAGES: Sotho, Tswana, English, Fair Xhosa, Fair Afrikaans

HOBBIES: Reading, Poetry & Socialising

ACADEMIC BACKGROUND:

- LLM (Master of Laws in Criminal Law & Procedure) – North West University (Conferred in 2023)
- LL.B (Bachelor of Laws) – University of the Witwatersrand (2008)
- Mediation Course – Legal Education and Development (2015)
- Project Planning, Monitoring & Evaluation – Southern Hemisphere (2011)
- Practical Legal Training Course – Legal Education and Development (2010)
- High Court Litigation – Legal Education and Development (2010)
- Microsoft Word – Damelin (2009)
- Microsoft Power Point – Damelin (2009)
- Criminal Litigation Techniques – Legal Education and Development (2009)
- Grade 12 – passed with merit.

OTHER SKILLS:

- Report Writing Skills, Legal Writing, Litigation Techniques, Investigation Skills, Office Administration and Management, Project Management, Numeracy Skills; Oral and Written Communication Skills, Presentation & Facilitation Skills;
- Problem solving and analysis;
- Negotiation and mediation skills;
- Client/people skills;
- Legal research ability;
- Sound judgement;
- Attention to detail;
- Honesty and integrity;
- Financial Management;
- Stakeholder Management.
- Planning and organising.

PROFESSIONAL MEMBERSHIP

Admitted as an Attorney of the High Court of South Africa (2012).

Registered as a legal practitioner (attorney) with the Legal Practice Council. In good standing with the Council.

SMS PRE-ENTRY PROGRAMME

Satisfactorily completed the Nyukela SMS Pre-Entry Programme with the National School of Government (2023).

EMPLOYMENT BACKGROUND:

UNIVERSITY OF SOUTH AFRICA (UNISA)

Senior Lecturer: College of Law: Department of Criminal Law & Procedure

- **01 September 2024 to date**

- Teaching and learning of undergraduate and postgraduate modules;
- Student support;
- Supervision of postgraduate students;
- Ensuring throughput and quality assurance;
- Production of research outputs;
- Active participation and promotion in community engagement projects;
- Serving at various Committees at UNISA;
- Serving as examiner and non-examining chairperson within the College of Law.

UNIVERSITY OF SOUTH AFRICA (UNISA)

Teaching Assistant: Corrections Management Department

- **28 August 2023 to 31 August 2025**

- I have been appointed as a Teaching Assistant in the Corrections Management Department and I teach Social Dimensions of Justice (SJD1501);
- My role includes familiarising myself with the subject content of the course;
- Reviewing and giving feedback on online study content and all assessments during the semester;
- Participating in the round robin marking of assessments;

- Familiarising myself online with the pedagogical approach followed to teach the course;
- Familiarising myself online with the Unisa moodle learning platform;
- Performing tasks allocated by the lecturer and liaising with the lecturer on complex issues including where there is suspicion of plagiarism, etc;
- Responding to student queries
- Providing student support and providing personalised feedback online for 250 students;
- Marking student online assignments;
- Fulfilling online ad hoc duties relating to Teaching Assistants.

Legal Practice Council:

Legal Officer: Professional Affairs

– 08 February 2021 to 31 August 2025

- Managing of the Professional Affairs Department which attends to the registration of practical vocational training contracts, admissions of legal practitioners; conversions, the issuing of Right of Appearances, etc
- Monitoring the administration of records to ensure compliance with the relevant framework;
- Quality assurance of all the work done in the Department;
- Drafting of the agenda for the Provincial Council & Committees;
- Provision of training and supervision of staff;
- Issuing of instructions and management of support staff;
- Providing advice and guidelines to legal practitioners on current rulings;
- Ensuring that the Act, Rules and Regulations are interpreted properly;
- Managing and handling the operations of the Exams Department;
- Advisory and supervisory support;
- Addressing and engaging students at the North West University on the legal profession;
- Engaging relevant stakeholders including the High Court on matters affecting legal practitioners and the profession;
- Accreditation of the North West University;

Acted as Legal Officer: Risk & Compliance

08 February 2021 to 31 March 2023

- Managing the Risk and Compliance Department which attends to the auditing of law firms, amongst others;
- Liaising with financial institutions regarding the trust accounts of legal practitioners;

- Expertise in conducting investigations into attorney's practices.
- Management & Coordination of matters relating to risk and compliance;
- Liaison with other institutions including the courts, the Sheriff's office and the South African Revenue Service and networking;
- Dealing with and managing matters relating to curatorship in terms of the Legal Practice Act;
- Communicating with instructing attorneys on suspension and striking off orders;
- Facilitating communication between the public, legal practitioners and the Legal Practitioner's Fidelity Fund;
- Ensuring that the Council implements and carries out court orders efficiently and effectively.

Commission for Gender Equality:

Legal Officer & Acting Provincial Manager

Legal Officer – 01 February 2014 to 05 February 2021

Acting Provincial Manager - September 2020 – 05 February 2021

- Managing the Provincial Legal Department;
- Analysis, acceptance and investigation of complaints;
- Making recommendations to the public and private sector after investigations and monitoring the implementation thereof;
- Rendering of legal advice to members of the public and institutions;
- Litigation;
- Conducting legal clinics to educate the public and stakeholders on their rights and obligations in light of constitutional principles;
- Engagement with key stakeholders;
- Conducting public hearings on gender transformation issues with different departments, municipalities, institutions of higher learning and the private sector;
- Guiding various departments in their gender mainstreaming efforts;
- Monitoring of Magistrate's Courts and police stations;
- Drafting of reports and submissions and monitoring of the implementation of recommendations;
- Guiding private and public institutions in the development and interpretation of policies;
- Proper interpretation of policies, legislation and regional and international instruments relating to gender;
- Drafting subpoenas;
- Conducting alternative dispute resolution sessions and consultative dialogues;
- Office Administration and management;
- Case management;

- Research;
- Presenting to Parliamentary Portfolio Committees on trending issues in the North West Province in relation to gender practices and transformation;
- Management of staff in the provincial office;
- Management & proper allocation & use of office resources;
- Performance management for staff;
- Representing the province at high level meetings and networking;
- Management of the provincial office's budget;
- Overseeing the audit processes and outcomes of the province.

South African Human Rights Commission:

Legal Services Officer

01 December 2012 – 31 January 2014

- Conducting, handling and completing investigations on human rights violations;
- Carrying out legal analysis on issues relating to investigations into human rights violations;
- Conducting legal research with regards to the interpretation of statutes, exercise of power and other human rights issues;
- Drafting subpoenas;
- Engagement with respondents, attorneys, government departments and stakeholders;
- Conducting Inspections;
- Research;
- Facilitating the set up of help desks in various communities;
- Conducting mediation sessions.

People Opposing Women Abuse (POWA):

Legal Advisor

01 March 2011 to 31 November 2012

- Court preparation and court support for clients going to court;
- Conducting representations to the National Prosecuting Authority;
- Collecting and collating of information for research purposes;
- Provision of legal services and advocacy;
- Supervision and management of court support volunteers;
- Conducting workshops and presentations for communities and various stakeholders in the private and public sector;
- Management and the monitoring and evaluation of various projects within the Legal Department;

- Management of budget from various donors; • Compilation of reports on expenditure to donors;
- Project Management.

Legal Aid South Africa:

Candidate Attorney

01 April 2009 to 28 February 2011

- Completed articles of clerkship;
- Represented the indigent in criminal and civil litigation;
- Drafted legal documentation that was served upon different individuals;
- Conducted legal research;
- Assisted women and children in land and eviction matters.

Lawyers for Human Rights:

Candidate Attorney

01 October 2008 to March 2009

- Commenced articles of clerkship;
- Provided free legal services to the indigent;
- Served in the Refugee and Migrant Rights Project, representing, advocating, strengthening and enforcing the rights of asylum seekers, refugees and other categories of migrants in South Africa;
- Fostering stakeholder relations in the public and private sector;
- Assisting asylum seekers with their representations with the Refugee Appeal Board;
- Generation and compilation of reports; • Conducted research for the Project; and
- Office administration.

Centre for Applied Legal Studies:

Part-time Fieldworker - 2007

- Collecting data through interviews and group discussions with indigent people under the threat of eviction. The project was meant to assist them against arbitrary evictions.

South African Prisoner's Organisation for Human Rights:

Volunteer - 2007

- Provided legal services in the para-legal department and handled routine research and outreach programmes.

REFEREES:

1. Mr Buang Jones (Former Manager at the South African Human Rights Commission)

Former Provincial Manager

South African Human Rights Commission

2. Ms Priscilla Matsapola (Former Supervisor at People Opposing Women Abuse)

Deputy Director: Public Education and Community Outreach

Department of Justice & Constitutional Development