

PERSONAL INFORMATION



South African, Indian, Male



Single



Code 08



Excellent



English - First language

PROFESSIONAL REGISTRATION AND MEMBERSHIP

- Law Society of South Africa
- Compliance Institute of Southern Africa
- Maritime Law Association of South Africa
- Institute of Chartered Shipbrokers
- The South African Medico-Legal Association

PROFESSIONAL COURSES

- Attorney's Admission Exams Passed
- Lean Six Sigma Yellow Belt
- Lean Six Sigma Green Belt
- Aviation Law of South Africa
- Compliance Training
- Internal Controls

KEY COMPETENCIES

- Compliance Risk Management
- Compliance Monitoring
- Internal Control Design and Implementation
- Conflict management
- Disaster management
- Evaluating organisational structures
- Policy and Procedure Drafting
- Problem Solving
- King Code 4: Corporate Governance
- LegalTech Innovation
- New Law practitioner

PROFESSIONAL STATEMENT

A distinguished Legal Compliance Specialist, who has demonstrated experience in innovation and continuous improvement within the technology space. He is an efficient and results-driven compliance officer with a wide range of experience within the Public, FMCG, Digital Solutions, Consumer Centric, Transport, and corporate sectors. An established Compliance Specialist who has driven compliance programs and projects, including their implementation; control scope and design; reporting; and assistance with certification processes of organisations.

Highly skilled in analysing risk, determining opportunities and weakness, and producing bespoke compliance solutions that are unique to the enterprise in question. Demonstrated ability to research and initiate industry best practices and regulatory changes to drive business initiatives and maximize revenues.

EDUCATION

2009 - 2013
Full-Time | **BACHELOR OF LAWS (LLB)**
UNIVERSITY OF KWA-ZULU NATAL, HOWARD
COLLAGE, ELLIE NEWMAN FINALIST
ADMITTED ATTORNEY OF HIGH COURT OF SA, 2016

2015 - 2016
Part-Time | **COMMERCIAL MEDIATION AND ARBITRATION**
ADR NETWORKSA
DISTINCTION PASS
CERTIFIED, 2016

2016 - 2016
Part-Time | **CERTIFICATE OF COMPLIANCE MANAGEMENT**
UNIVERSITY OF JOHANNESBURG
DISTINCTION PASS

2017 - 2017
Part-Time | **BUSINESS SYSTEMS ANALYSIS**
UNIVERSITY OF CAPE TOWN
DISTINCTION PASS

2021
Part-Time | **ISO 37301:2021 COMPLIANCE MANAGEMENT SYSTEMS**
PECB - CANADA
CERTIFICATION: LEAD IMPLEMENTER
DISTINCTION PASS
CERTIFIED, 2021

KEY ACHIEVEMENT

2019 | **GLOBAL LEGAL HACKATHON 2019 SOUTH AFRICAN WINNER:** (Initiative of the Hague Institute for Innovation of Law)
▪ Kagiso- A LegalTech scalable solution, which is an online mediation P2P platform which incorporates AI algorithms, blockchain technology, internal system ranking and social media integration. **Advertising Coverage R 438,490.00**

2019 | **SITTING PROVINCIAL SLS MOOT JUDGE:**
▪ Judging the applicant abilities to analyse, investigate and solve legal problems; whilst showing proficiency in the ability to interpret statutes, legal documents and formulate legally sound argument.

2013 | **ELLIE NEWMAN COMPETITION FINALIST:**
▪ A prestigious UKZN moot competition. The finalist are the top four students in the facility who present and defend their argument in front of preceding High Court judges.

CAREER EXPERIENCE



Trade and Investment,
Kwa-Zulu Natal

01 October 2020 to
Present

COMPLIANCE OFFICER & DEPUTY INFORMATION OFFICER – OFFICE OF THE CEO Trade and Investment Kwa-Zulu Natal

The following responsibilities were key factors in executing and completing all duties successfully:

Compliance Management

- Establishing a Compliance Function:
 - Compliance Policy Drafting;
 - Compliance 4-phase approach;
 - Implementing the ISO 37301 Standard (Compliance Management System);
 - Compliance Discovery and Investigation;
 - Drafting a CMS implementation business case;
 - Starting & Managing a CMS implementation project;
 - Planning the Implementing the CMS;
 - Drafting and Managing documented information;
 - Identifying for Implementation of corrective actions;
 - Monitoring the CMS performance;
- Drafting of enterprise and departmental Compliance Risk Management Plans;
- Presenting and defending of compliance matters at board meetings, audit, risk and compliance; Committee meetings, and management committee meetings;
- POPIA compliance program:
 - **Appointed as Deputy Information Officer**
 - Member of the TIKZN implementation and enforcement POPIA committee
 - POPIA document drafting;
 - Control designing and Implementing;
 - POPIA training:
 - MANCO
 - Staff
 - POPIA Monitoring and Reporting for the purpose of continuous improvement and enforcement;
- Policy & Standard Operating Procedure Drafting
 - Strategy Level;
 - Steering Level;
 - Operations Level;

Contract Management

- Contract, MOU, SLA and TOR drafting;
- Contract, MOU, SLA and TOR vetting;
- Contract life cycle monitoring;
- Contract Negotiations;

Risk Management

- Drafting and vetting of enterprise risk management plan;
- Risk assessment;
- Control drafting;

In-house Legal Council

- Legal drafting
- Legal Advice
- Contract advisement and drafting



LexisNexis®

22 Feb 2016 to
30 September
2020

LEGAL COMPLIANCE SPECIALIST LexisNexis

- Drafting of Compliance Risk Management Plans.
- Drafting of Legal Registers.
- Drafting of Compliance Checklist.
- Daily monitoring of legislative changes.
- Awarded professional mediator and arbitrator designation.
- Responsible for teambuilding and dynamic maintenance.
- In-depth audit drafting.

CAREER EXPERIENCE

- **Yellowbelt Lean Six Sigma Agent:**
- I designed the system workflow which allows for multiple LexisNexis products to be integrated as a basis of a full spectrum RegTech solution. Combined the CRMP and legislative updating monitoring system.
- **Results: Cost saving of R40,000.00 a year and process streamlined by 32%**
- Africa Compliance Monitoring and Drafting for Zambia, Mauritius, Kenya, Namibia
- Creator and implementer of the "Red Chair Series" which is a compliance hot topic sum up for the week.
- Conducted on-site compliance requirements assessments.
- Compliance liaison within LexisNexis business.
- **POPIA Project:** Appointed as Protection of Personal Information Subject Matter Expert, and spearheaded the scoping and implementation of a LexisNexis compliance plan that meets the requirements of POPIA.
- **Greenbelt Lean Six Sigma Agent:**
- Enhancing the basis of RegTech to provide for Enterprise Wide Compliance Management by combing CRMP with best practical guidance on a live update system.
- **Results: Maximum revenue generation of R18,510,000.00**
- Africa Compliance Monitoring and Drafting.
- African author management
- Future proofing of the "electronic communications" sector within LexisNexis
- **Compliance SME:** I was assigned to clients as a compliance subject matter expert to assist in the establishment of a compliance function within the organisation as well as to assess an organisation's compliance maturity.

BOOYSEN&CO

20 Jan 2014 to 19 Feb 2016

CANDIDATE ATTORNEY - PERSONAL FINANCE LAW

Booyesen & Company

- Liaising with consultants to ensure that all applications before court are in proper order.
- Court representation of clients in application and motion court.
- Drafting of Applications, Opposing Affidavits, and Replying Affidavits.

PUBLICATIONS

- 06 Mar 2018 | Red Chair #1 2018 Compliance Features (YouTube)
- 12 Mar 2018 | Red Chair #3 2018 Compliance Features 2 (YouTube)
- 23 Apr 2018 | Red Chair #5 Risk Rating in the Legal Universe (YouTube)
- Dec 2018 | CIPC's Guideline for Corporate Compliance Programme (LinkedIn)
- Jan 2019 | The Basics of the Protection of Personal Information Act No 4 of 2013 (LinkedIn)
- 28 Feb 2019 | Start-ups named winners of SA leg of Global Legal Hackathon (The Mercury)
- 04 Sep 2019 | Agorithm Accountability Act, 2019 (LinkedIn)
- April/May 2020 | POPIA and Governance (Business Brief Feature)
- 19 May 2020 | Electronic Communications Sector: Covid-19 Highlights (Bizcommunity Feature)

PUBLIC LECTURES AND PRESENTATIONS

- KZN Deaf Association | The labour rights of disabled employees
- KZN Deaf Association | The employment of disabled employees and discrimination
- CCASA | The 4 W's of Analytics and Prediction in legal technology

CONTACTABLE REFERENCES

Employment references available on request