

# CURRICULUM VITAE OF DAKALO TAKALANI

## **Personal Information**

Surname : Takalani  
First Name : Dakalo  
Title : Ms  
Gender : Female  
ID Number :  
Contact Number :  
Email Address :  
Home Language : Venda  
Other Languages : English, Tsonga, Sotho and Setswana  
Nationality : South African  
Marital status : Single  
Driving Licence : Code 10  
Criminal Record : None  
Physical Address :

## **Educational Background**

### **1.1 Tertiary Education**

Name of Institution : University of South Africa  
Post Degree : PHD (LANGUAGE LINGUISTICS & LITERATURE)  
Year : 2023  
Thesis Title : Bible translation as a source of written  
Language development: A Study of 1879, 1936,  
and 1998 Tshivenda Bible versions.

### **1.2 Tertiary Education**

Name of institution : **University of Limpopo (Turfloop Campus)**  
Post Degree : Master of Arts  
Year : 2010  
Thesis Title : A descriptive of Analyst Tshimanḁa Dialect  
Courses Passed : Language and Policy Planning  
: Comparative Language Studies

: Advanced Translation Theory  
: Advanced Translation Practice  
: Research Methodology and Mini Dissertation.

### **1.3 Tertiary Education**

Name of institution : **University of Limpopo (Turfloop Campus)**  
Degree : Bachelor of Arts  
Courses : Communication Studies  
: Media Studies  
: English Studies  
: Tshivenda Studies  
: Translation Studies  
Year obtained : 2008.

### **1.4 Tertiary Education**

Name of institution : **North-West University (Potchefstroom)**  
Post-Graduate Diploma : Public Management  
Courses : Governance, Public Management  
: Public Sector Planning  
: Advanced Public Financial Management  
: Programme and Project Management  
: Advanced Human Resource Management  
: Public Sector Transformation  
Year obtained : 2019.

#### **1.4.1 Other Qualifications**

Name of Institution : **University of Limpopo (Turfloop Campus)**  
Qualification : Computer Literacy  
Courses : Ms Suite (Ms Access, Ms Word, Ms Excel, Ms PowerPoint  
and Ms Outlook).

### **1.5 Trainings and Certificates**

Institution : **PALAMA**  
Training course : Public Service Induction Programme  
Year : 2010/2011

Institution : **United States Peace Corps**  
Training course : Language Training  
Year : 2011

Institution : University of South Africa  
Training Course : Mentorship Programme  
Year : 2016

Institution : University of South Africa  
Training Course : Assessment iMOOCs  
Year : 2017

## **2. WORKING EXPERIENCE**

### **2.1 Working experience**

Employer : **University of South Africa: Department of Linguistics and Modern Languages**  
Position : Lecturer for Language and Contact (3<sup>rd</sup> Level)  
Language Contact and Variation (Honours Level)  
Assumption date : 2018 to date (I got a contract in the same department to alleviate teaching load of Chairperson of the Department)

### **2.2 Working Experience**

Employer : **University of South Africa (Department of Linguistics and Modern Languages)**  
Position : Lecturer for Translation and Editing Techniques (3<sup>rd</sup> level)  
Translation for Specific Purposes & Translation Method and Function (Honours level)  
Assumption date : 2015-2018 (A substitute lecturer for AQIP candidate)

### **2.3 Working Experience**

Employer : **Tshwane University of Technology**  
Position : External Marker for Applied Linguistics (1<sup>st</sup> year to 3<sup>rd</sup> level)  
Assumption date : 2015 to date

## **2.4 Working Experience**

Employer : **Government Communications and Information Systems**  
Position : Assistant Director- Content Development  
Assumption date : June 2012-February 2015

### **Duties**

- **Rendering a quality translation and quality control service for**
- **Department of Communication's internal and external Clients:**

Translate, edit, quality control and proofread Department of Communication's internal and external clients for: information products (publications, newsletters, leaflets, advertisements, exhibitions) e.g. Cabinet Statements, Vuk'uzenzele, State of Nation Address, Programme of Action, Budget Speech

Vote etc.

- **Research and editing of SA Yearbook and Pocket Guide 2013/14.**

## **2.5 Working experience**

Employer : **United States Peace Corps**  
Position : Language and Cross-cultural Facilitator  
Assumption date : July to September 2011 & January to March 2012

### **Duties**

Teaching Tshivenda language and culture to United States Volunteers.

## **2.6 Working Experience**

Employer : **Department of Sport, Arts and Culture**  
Position : Communications & Events Management Officer  
Assumption date : April 2010 to March 2011

### **Duties**

- Coordination of all preparatory meetings for events.
- Organizing MEC Outreach Programmes.
- Facilitation of logistical arrangements.
- Branding during departmental and provincial events.
- Preparing and sending invitations for Departmental Events.

## **2.7 Working Experience**

Employer : **Government & Communications Systems**  
Position : Tshivenda Translator (Freelancer)  
Assumption date : March 2015 to December 2020

### **Duties**

- **Rendering a quality translation and quality control service for**
- **Department of Communication's internal and external Clients:**

Translate, edit, quality control and proofread Department of Communication's internal and external clients for: information products (publications, newsletters, leaflets, advertisements, exhibitions) e.g. Cabinet Statements, Vuk'uzenzele, State of Nation Address, Programme of Action, Budget Speech Vote etc.

### **2.8 Working Experience**

Employer : **Language Unit (University of South Africa)**  
Position : Tshivenda Translator (contract)  
Assumption date : 2019-2020

### **Duties**

- Rendering a quality translation and quality control service of UNISA's examination question papers.

### **3. Academic citizenship**

**I am a member of the following departmental committees:**

- Marketing Committee
- Undergraduate Tuition Committee
- Postgraduate Tuition Committee

### **4. Research**

I have attended the following Conferences and Workshops:

- Translator's and Editor's workshops organised by the department.
- Proposal Writing Workshop
- LSSA 2015 Conference
- Research and Innovation Workshop.
- Mentees awareness Class Workshop
- Ins and Outs of Publishing.
- Post-graduation Supervision Workshop
- School of Arts Conference
- International Conference on Social Science, Literature, Economics and Education  
"Exploring the African Continent Through Arts"

### **5. Community engagement**

I am a member of the following Community Engagement Projects:

- Skills Training for Translators and Editors Community Engagement Project
- CHS Language Festival-Multilingual Spelling Bee.

## 7. REFERENCES

Name : Ms J.C Kaka  
Position : Manager – Research and Publications  
Institution : Department of Sport, Arts and Culture  
Cell Number  
Tel Number

Name : Mr K. Legodi  
Position : Language and Cross-Cultural Coordinator  
Institution  
Cell Number

Name : Ms N Motha  
Position : Deputy Director: Language Services  
Institution : Communications  
Cell Number  
Tell Number

Name : DR N.E Letsoalo  
Position : Chairperson of the Department of Linguistics  
Institution  
Tell Number