



# Madinoge Makgata

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

With the experience as a candidate attorney and an admitted attorney, I have developed a deep understanding of legal principles and have honed my skills in legal drafting and representation . I have also gained expertise in Criminal law, Civil Law, Family law and Estate. My track record of providing sound legal advice, delivering legal opinions and solutions, and managing legal recoveries process is a testament to my ability.

As a highly motivated and results-oriented individual, I am confident in my ability to provide valuable legal services. My excellent communication skills, attention to detail, and ability to work independently or as part of a team make me a strong candidate for this role.

Preferred occupation	<b>Lawyers</b> Law, legal jobs
	<b>Government jobs</b> Government jobs
Preferred work location	<b>Johannesburg</b> Gauteng
	<b>East Rand</b> Gauteng
	<b>Rustenburg</b> North West
	<b>Polokwane / Pietersburg</b> Limpopo

## Contacts and general information about me

Day of birth	1995-05-14 (29 years old)
Gender	Female
Residential location	<b>Other Limpopo</b> Limpopo
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2021.01 iki 2022.09</b>
Company name	Ratale Mashifane Inc Attorneys
You were working at:	Lawyers
Occupation	Candidate attorney
What you did at this job position?	General Office Tasks:- □ Taking instructions from clients, corresponding with and responding to correspondence from clients, advising clients on a variety of litigious and non-litigious matters; □ Opening client files; □ Filing of daily documents; □ Consulting with various clients; □ Advising clients in various legal challenges; □ Accounting to clients; □ Researching legal positions, statutes and case law; and □ Interpreting statutes, case law and legal articles. Magistrate's Court: - □ Drafting of numerous notices in terms of section 3 of the Institution of Legal Proceedings Against Organ of State Act and section 129 of the National Credit Act; □ drafting summonses, particulars of claims, pleas and various notices and applications in various matters; □ Drafting of Settlement Agreements; □ Drafting of indexes and paginating court files; □ Serving and filing of documents in the District and Regional Court. □ Negotiating settlement. □ Appearing in court for debt review matters. □ Appearing in court for Bail proceedings and criminal trial. □ Appearing in court for interlocutory applications and Judiciary Pre-trial and trial in civil proceedings. Superior Court: - □ Drafting summonses, particulars of claims, pleas and various notices and applications in various matters; □ Drafting of indices and paginating court files; □ Serving and filing of documents in the Superior Court; □ Attending Court to issue summonses; General:- □ Filing and collection of documents at the Family Advocate; □ Filing and collection of documents at the Master of the High

Working period **nuo 2022.10 iki 2023.02**

Company name Ratale Mashifane Inc Attorneys

You were working at: Lawyers

Occupation Attorney

What you did at this job position? General Office Tasks:- □ Taking instructions from clients, corresponding with and responding to correspondence from clients, advising clients on a variety of litigious and non-litigious matters; □ Opening client files; □ Filing of daily documents; □ Consulting with various clients; □ Advising clients in various legal challenges; □ Accounting to clients; □ Researching legal positions, statutes and case law; and □ Interpreting statutes, case law and legal articles. Magistrate's Court: - □ Drafting of numerous notices in terms of section 3 of the Institution of Legal Proceedings Against Organ of State Act and section 129 of the National Credit Act; □ drafting summonses, particulars of claims, pleas and various notices and applications in various matters; □ Drafting of Settlement Agreements; □ Drafting of indexes and paginating court files; □ Serving and filing of documents in the District and Regional Court. □ Negotiating settlement. □ Appearing in court for debt review matters. □ Appearing in court for Bail proceedings and criminal trial. □ Appearing in court for interlocutory applications and Judiciary Pre-trial and trial in civil proceedings. Superior Court: - □ Drafting summonses, particulars of claims, pleas and various notices and applications in various matters; □ Drafting of indices and paginating court files; □ Serving and filing of documents in the Superior Court; □ Attending Court to issue summonses; General:- □ Filing and collection of documents at the Family Advocate; □ Filing and collection of documents at the Master of the High

**Education**

Educational period **nuo 2014.01 iki 2018.12**

Degree Degree

Educational institution University of Limpopo

Educational qualification Bachelor of Laws

**Languages**

Language	Speaking level	Understanding level	Writing level
Sepedi	fluent	fluent	fluent
English	very good	fluent	fluent

**Conferences, seminars**

August 2019-December

School for legal practice at Polokwane Edupark

**Recommendations**

Contact person	Ratale Shadrack Mashifane
Occupation	Attorney
Company	Ratale Mashifane Inc Attorneys
Telephone number	0837541893
Email address	ratalem@gmail.com

#### **Additional information**

Your hobbies	Reading
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2020-10-00 (3 years)
Salary you wish	15000-30000 R per month