

Harini Manelle Fernando

Curriculum Vitae

Personal Details

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Nationality/Citizenship: New Zealander
Ethnicity : Sri Lankan

Qualifications

Advanced TESOL Certificate (spec. in Teaching Children, Teaching Grammar)¹ (*Global TESOL College*)
Bachelor of Laws (LLB) & Bachelor of Science (BSc) (Psychology) (*Victoria University of Wellington, NZ*)
Solicitor & Barrister of the High Court of New Zealand

Skills, Achievements and Interests

Teaching/Tutoring Taught Speech & Drama to two children; PASS Group leader (*see below*); Teaching & tour-guiding German school students in preparation for school in New Zealand (Jan 2011)
TESOL (Teaching English to Speakers of Other Languages) - TESOL Foundation Course training

English

Speaking/Oral Communication: Native speaker of English, completed all schooling in English, above average—high achievement in school English (*see Academic Record*); Good understanding of speech and social aspects of language (*see Speech & Drama, Linguistics, Academic Record*)

Reading & Writing: Completed university level (Bachelors') education in English as a medium, including reading and studying academic and legal texts. Advanced English writing skills for different purposes, see for eg WRITING 101 (university Level 1 paper) (*See Academic Record*)

Speech & Drama/Public Speaking: Passed practical performance in Speech & Drama to Teachers' Diploma level, *Trinity International*; Public speaking and reading, recitation, sight-reading, drama (school and private); Debating—junior and senior school debating, second year law moot

Other Language Skills: Basic-Elementary understanding of Sinhalese, some speaking, reading and writing of script; Basic French – achieved School Certificate level 1999 (but not revised); Very Basic Maori – eg greetings, counting, colours; Have learned to count to ten and/or greetings and/or simple phrases in a number of languages (eg Tamil, German, Spanish, Japanese, Greek)

People Skills: Have effectively associated with and/or taught or worked with people of various different ages, cultures, backgrounds and levels of knowledge: eg. teaching young children, tutoring university students, greeting clients of different ages and ethnic backgrounds presenting to lawyers.

Leadership and Development: School Music Leader; Member of AIESEC – a global organisation for developing young leaders; Co-founder of Reson8 (vocal ensemble)

Computer Skills: Confident in using Microsoft® Windows, Word, Publisher, PowerPoint, Works, Outlook Express, Outlook and (basic) Excel. Word-processing and touch-typing skills (75-85 wpm).

¹ Further specialisation in progress towards Professional TESOL certificate, expected to be completed March 2011.

Music & Performing Arts

Piano: Attained Performers' Certificate, *Trinity College International* (2000);

Violin: Attained Grade 8, *Trinity* (1999) Taranaki Youth Orchestra (1996-2001; leader 2000);

Singing: Attained Performers' Certificate, *Trinity Guildhall* (2008). **Choral:** Wellington Youth Choir (2003-2006); Sacred Heart Cathedral Choir (2005-2006) New Zealand Secondary Students' Choir 2001-2002; Taranaki Youth Choir (1998-2001), Reson8 Vocal Ensemble (2008; co-founder);

Musical Theatre: Cast member "The Sound of Music" (*NPOS*, 2008), "Miss Saigon" (*WMT*, 2010)

Sport & Recreation and Leisure: Have played netball, learned swimming, ballet and skiing. Enjoy dancing, walking, group exercise, theatre, films, opera and other concerts.

Community Service: Taranaki Prisoners' Aid & Rehabilitation Society (2007-2008), Citizens' Advice Bureau (2008), UNICEF Collector (2009); Wellington Community Law Centre (2010).

Work Experience

Feb-Oct 2001 Speech & Drama teacher (private) - to two children, *New Plymouth*

Planned and prepared lessons, selected poems, prose and drama works, taught theory about breathing and speaking, gave exercises, tasks and activities, provided feedback and training in public speaking and recitation successfully prepared students for Initial examination

Jan 2003 Receptionist at a GP's medical practice;
& Dec 2003-Jan 04 *Mangorei Medical Clinic, New Plymouth, New Zealand*

Telephone and greeting patients, administration, file management, typing, cash management, Trained new staff member in the job – including daily tasks and use of computer programme

Aug-Oct 2003 PASS (Peer Assisted Study Support) leader
Student Learning Support, Victoria University of Wellington

Assisting students' study in a one trimester 100-level Psychology paper (quasi-tutoring) – eg providing study techniques, demonstrating and modeling with blackboard, responding to questions

Mar 2004-Nov 05 Member of AIESEC Victoria (voluntary), *Wellington*
(A youth-run global organization for international exchange)

Involvement and leadership in recruitment, induction and selection process, promotional speaking in lectures, meetings and conferences with corporates, academic staff, and students.

Jan 2007- Dec 2008 Solicitor (initially Law Clerk) *Govett Quilliam, New Plymouth*

Legal research and written opinions and advice for private, corporate, local government and non-profit organisation clients, writing and correspondence (letters, emails, facsimile, application forms), attendance and participation in meetings, presentation to lawyers and helping establish new procedures in respect of new legislation, advising on and assisting clients with Immigration.

Aug 2009- Dec 2009 Legal Counsel - *Capital & Coast District Health Board, Wellington*

Legal advice to DHB services (management and staff), research, opinions, reviewing legal documents, statutory interpretation and analysis, drafting correspondence, facilitating legislative compliance; presentations to new staff on Privacy Act; Attended 'Open Communication' workshop.

Feb-May 2010 Volunteer/Law Clerk - *Wellington Community Law Centre*

Assisting Community Lawyers with legal services to the public – including simplifying legal concepts; legal research and opinions; reviewing contracts, submissions on law reform; attending client interviews and meetings; assisting clients, including people with English as a second language eg refugees and migrants.

Jun-Nov 2010 Solicitor – *Avison Reid Lawyers, Lower Hutt*

Drafting legal documents (wills, trust resolutions etc), assisting and meeting with clients, participation in team meetings, managing firm's Gifting Programme.

Jan 2011 Teacher/Guide, German High School Programme *NtoZ/GlobalTesol College NZ*

Teaching German secondary school students about New Zealand English and culture, introduction to Maori language, New Zealand history and school system, assisting orientation to Wellington, NZ.

Education

1997-2001 **Secondary:** Sacred Heart Girls' College, New Plymouth, New Zealand

2002–2006 **Tertiary:** Victoria University of Wellington—*Academic record below*

2007 **Professional Legal Studies:** The College of Law NZ – *Assessment record available*

(All official documentation available on request)

Academic Record

2006

LAWS 345	Comparative Law	B	LAWS 305	Equitable Obligations	B
LAWS 370	Introduction to Family Law	A-	LAWS 375	Conflict of Laws	A
LAWS 380	Evidence	A-	LAWS 355	Industrial Law	A-
LAWS 303	Advanced Contract	B	LAWS 319	Trusts	B+

2005

LAWS 301	Property Law	B	LAWS 382	Criminal Procedure	B+
LAWS 323	Legislation	A-	LAWS 360	Business Associations	B
LAWS 334	Ethics and the Law	B	LING 221	Sociolinguistics	A+
PSYC 101	Popular Psychology	A+	LING 224	Interpersonal Communication	A-

2004

LAWS 211	Law of Contract	B	PSYC 322	Memory	B+
LAWS 214	Criminal Law	A-	PSYC 333	Applied Social Psychology	A+
PSYC 321	Abnormal Psychology	A+	PSYC 338	Cross-Cultural Psychology	A+

2003

LAWS 212	Law of Torts	B	PSYC 221	Social Psychology	A+
LAWS 213	Public Law	B+	PSYC 231	Cognitive Psychology	A
LAWS 298	Legal Research and Writing	P	PSYC 232	Research Methods in Psychology	A
LAWS 299	Mooting	P	PSYC 233	Brain and Behaviour	A

2002

COMM 101	Intro to Information Management	A+	PSYC 122	Introduction to Psychology 2	A+
LALS 101	Language and Communication	A+	STAT193	Statistics for Nat & Soc Sciences	A+
LAWS 101	Legal System	B+	WRIT 101	Writing English	A-
PSYC 121	Introduction to Psychology 1	A			

NZ Bursaries (2001) – Year 13

English	A	Biology	A	Music	A
Mathematics with Statistics	B	Chemistry	B		

Sixth Form Certificate – Year 12

English	1	Biology	1	Mathematics	2
Chemistry	2	Religious & Social Sciences	1	Physics	2

School Certificate – Year 11

Accounting	A	Mathematics	B	Music	A
English	A	French	A	Science	B