Mbali Matandela

EDUCATION

Present Bachelor of Social Science Honours in Gender and Transformation, ***University of Cape Town, South Africa***

2012 – 2014 Bachelor of Social Science, ***University of Cape Town, South Africa***

Specialisation in International Relations, Gender Studies and Business French

2007-2011 National Senior Certificate, ***Epworth High School for Girls, KwaZulu-Natal***

7 passes with University Exemption

3 Distinctions in Geography, Life Orientation and IsiZulu

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Nationality: South African

ACHIEVEMENTS

May 2014 – Present Mellon Mays Undergraduate Research Fellow, ***Mellon Mays Foundation, United States***

2013 75% and above Academic Achievement, ***Graca Machel Hall Academic Dinner, University of Cape Town***

2013 Indoor Netball Silver Medal, ***The Claremont Action Netball Sports League***

2013 Global Citizenship Course Certificate of Completion, ***The Department of Higher Education and Development, University of Cape Town***

2012 Diplomacy Course Certificate of Completion, ***The United Nations Association of South Africa, Cape Town***

*University of Cape Town*

WORK EXPERIENCE

September – Present Contributing Writer***, Kaleidoscopes Africana Studies Online Research Publication, Williamstown, Massachusetts***

* Monthly Blog Submissions on Current Affairs in South Africa
* Research features on African Economic, Gender, Political and Race Issues

2013 – March 2014 Research Data Management Assistant, ***Abdul –Jameel Poverty Action Lab (JPAL Africa), Cape Town***

* Research Data Capturing
* Customer Relationship Management
* South African Labour Law Surveying and Reporting
* Translation of Educational Documents from English to isiXhosa

2010 Short-Vacation Internship, ***The Department of International and Governance Relations, eThekwini Municipality, Durban***

* Events Management Assistance for Durban Day the City of Durban
* Problem- Solving
* Research on Durban’s Intergovernmental Relations

SKILLS

Languages

Fluent in English and IsiZulu

Intermediate Verbal and Written Knowledge of French, B2 level and Specialisation in Business French

International Exposure & Travel

2014 Attended an International Research Colloquium in ***Williamstown, United States***

Learned and applied interdisciplinary research tools for a research paper on South African gender and development policies for the Mellon Mays Undergraduate Fellowship.

2013 Lived in ***Buenos Aires, Argentina*** for the duration of one month

IT Computer Literate, daily use of Microsoft Excel, Word, PowerPoint and the Internet

Research & Analytical Skills

2014 ***Mellon Mays Undergraduate Fellowship,*** One Month spent drafting a research paper that involved analysing policies and statistical data on South African domestic policies

2014 **Kaleidoscopes Online Journal Publication**, Daily Research on Current Affairs for relevant South African topics

2013-2014 ***Abdul-Jameel Poverty Action Lab,*** Data captured research data on Excel Spreadsheets from South African companies about the South African Labour Laws.

2012-2014 ***Bachelor of Social Science Degree, University of Cape Town,*** Research and analytical skills from report and essay writing, research proposals and research papers in relevant topics in international relations and gender development

3 years’ experience in writing French business letters, reports and business summaries

Interpersonal & Networking Skills

2013-2014 ***Abdul-Jameel Poverty Action Lab,*** Built customer relationships with corporate companies for information on their labour policies

2010 ***The Department of International and Governance Relations,*** Participation in problem-solving meetings on improving the efficiency of Home Affairs Durban. Planning and working with the events team on garnering more international involvement in Durban Day

Negotiation Skills

2012 ***The United Nations Association of South Africa’s Diplomacy Course,*** Attended a 3-day programme to learn and practically applied diplomacy, mediation and negotiation skills in a Model United Nations Debate

**Mr Gideon Nomdo** Academic Coordinator

Mellon Mays Undergraduate Fellowship

The Department of Higher Education and Development

University of Cape Town

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REFEREES

**Miss Clare Japhet** Research Associate and Project Manager

JPAL Africa

Middle Campus, University Of Cape Town

Rondebosch, Cape Town

079 921 5882

VOLUNTARY EXPERIENCE

July 2014- Present Program Coordinator, ***The Collective Social Movement, Cape Town***

* Events Management
* Report Writing for Public Relations

2013 – Present Creative Director, ***The South African Young Feminist Movement, Cape Town***

* Research Feature Writing on Gender and Political issues in South Africa
* Business Networking
* Events Management and Coordination

2013 Teaching and Reading Volunteer, ***SHAWCO Education, Cape Town***

* Teaching Literacy Skills and Extra-mural Activities to Grade 3 students