

**Alvine Mirjam Samuel**

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*Curriculum Vitae*

Personal details		
<b>Surname</b>	:	Samuel
<b>First Name</b>	:	Alvine Mirjam
<b>Date of Birth</b>	:	27 January 1989
<b>ID Number</b>	:	89012700191
<b>Place of Birth</b>	:	Oshakati, Namibia
<b>Gender</b>	:	Female
<b>Dependants</b>	:	None
<b>Marital Status</b>	:	Unmarried
<b>Health Status</b>	:	Excellent
<b>Driver's License</b>	:	Code B
<b>Languages</b>		English (Speak, Read and Write) and Otjiherero (Speak, Read and Write), Oshiwambo (Speak, Read and Write) Afrikaans (fair)

**Attributes**

I have gained excellent experience in my professional career and have adopted functioning well under pressure. I have also gained interpersonal skills and a good ability to work with people. I am thus a good team player. I consider myself an enthusiastic individual, passion-driven and dedicated and a person that always strives for the best. I have the ability to work independently as well as with others to accomplish a common goal. I am a self-motivated person with strong interpersonal and accurate skills.

**Educational Background**

**Tertiary Education**

<b>Institution</b>	<b>Qualification</b>	<b>Period</b>
(i) University of Namibia	Bachelor of Laws (LL.B)	2010-2011
Dissertation for LLB – Social Economic rights, a right or a Privilege.		

- |       |                        |                                      |           |
|-------|------------------------|--------------------------------------|-----------|
| (ii)  | University of Namibia  | Baccalaureus Juris (B. Juris)        | 2007-2009 |
| (iii) | University of Pretoria | Certificate in Insolvency Litigation | 2014-2015 |

**Undergraduate Institution**

**Secondary School**

- |     |                        |           |
|-----|------------------------|-----------|
| (i) | Oshigambo High School, | 2002-2006 |
|     | School Certificate:    | (H) IGCSE |

**Additional Trainings**

<b>Institution</b>	<b>Qualification</b>	<b>Period</b>
(i) University of Namibia Justice Training Centre	Certificate for practical legal studies Certificate of Theoretical Studies	2012-2013
(ii) University of Pretoria	Certificate in insolvency litigation	2014
(iii) Admission as a Legal Practitioner of the High Court of Namibia		2015
(iv) Admission as a Notary Public in terms of section 86(2) of the Legal Practitioners Act 15 of 1995		2017
(vi) Admission as a Conveyancer in terms of the Legal Practitioners Act 15 of 1995		June 2017.
(vii) University of Cape Town	Tax Law Certificate	2018

**Employment History**

- |     |                      |  |
|-----|----------------------|--|
| (i) | <b>Organisation:</b> | <b>MASTER OF THE HIGH COURT – MINISTRY OF JUSTICE</b>  |
|     | <b>Position:</b>     | <b>Legal Officer</b>                                   |
|     | <b>Period:</b>       | 19 July 2011 – August 2013                             |
|     | <b>Duties:</b>       | Supervision of the Administration of deceased estates; |

Legal Research;  
Trusts registration;  
Insolvencies;  
Curatorship;  
Appointment of Executors and Estate Representatives:

(ii) **Organisation:** **DU PLESSIS, CRONJÉ & ROUX ATTORNEYS INC.**  
**Position:** **Article Clerk (Candidate Legal Practitioner)**  
**Period:** 02 May 2012 – November 2012.  
**Duties:** Consulting with clients;  
Dealing with litigious and non-litigious matters;  
Debt Collection  
Providing Legal Advice;  
Conducting legal research and case analysis;  
Providing assistance to senior partners; and  
Administration of estates  
Drafting pleadings;  
Drafting contracts

(iii) **Organisation:** **CRONJE & CO.**  
**Position:** **Article Clerk (Candidate Legal Practitioner)**  
**Period:** 1 February 2013-18 August 2013.  
**Duties:** Consulting with clients;  
Dealing with litigious and non-litigious matters;  
Attending/appearing in court;  
Divorce matters;  
Drafting agreement;  
Administration of deceased estate;  
Drafting pleadings;  
Drafting trust deeds and registering trusts;  
Registration of trusts on behalf of clients  
Conducting legal research;  
Drafting wills and testaments;  
Providing legal advice;

Providing legal advice;  
Dealing with litigious and non-litigious matters

- (iv) **Organisation:** **TRUSTCO GROUP INTERNATIONAL**  
**Position:** **Legal Consultant**  
**Period:** 19 August 2013 -15 July 2014  
**Duties:** Consulting with clients;  
Assessing claims;  
Conducting legal research  
Providing legal advice  
Drafting wills and testaments
- (v) **Organization:** **BRUNA PROPERTIES AND CONSULTING CC**  
**Position:** **Agent**  
**Period:** September 2014 – December 2014  
**Duties:** Real Estate Sales and Marketing;  
Residential and Commercial Rental  
Property Project Co ordination  
Property Management  
General Property Legal Advice
- (vi) **Organization:** **TIPARA TRUST**  
**Position:** **Managing Trustee**  
**Period:** 15 July 2014 – 31 August 2015.  
**Duties:** Consulting with clients;  
Administration of deceased estates;  
Registration of trusts;  
Commercial and Corporate agreements  
Liquor License applications  
Real Estates Sales and Marketing;  
Property project co-ordination;  
Property management;  
Providing general Property advice;

**Organisation:** SAMUEL LEGAL PRACTITIONERS.  
**Position:** Attorney  
**Period:** 21 September 2015- August 2018.  
**Duties:** Consulting with clients;  
Dealing with litigious and non-litigious matters;  
Attending/appearing in court;  
Divorce matters;  
Drafting agreement;  
Administration of deceased estate;  
Drafting pleadings;  
Drafting trust deeds and registering trusts;  
Registration of trusts on behalf of clients  
Conducting legal research;  
Drafting wills and testaments;  
Providing legal advice;  
Dealing with litigious and non-litigious matters  
Criminal matters  
Insolvency matters  
providing advice on immovable property

**Organisation:** KAMUHANGA HOVEKA SAMUEL INCORPORATED.  
**Position:** Director  
**Period:** 1 September 2018- to Date.  
**Duties:** Dealing with general office management  
Drafting of deeds and documents  
Attending to the lodgments of deeds at the deeds office  
Registration of deeds at the deeds office  
Attending to deeds searches and dealing with the office of the Surveyor General in re searches.  
Dealing  
Attending to application for the proclamation of towns with the Ministry of Urban and Rural Development  
Attending to providing legal advice on matters of land, sales and registration thereof.  
Administration of deceased estates and insolvencies.

<b>References</b>	
Name	<b>MS. ELSIE BEUKES</b>
Organization	Master of the High Court
Designation	Master of the High Court
Telephone	061-292 1201
Name	<b>MRS. JOHANNA SALIONGA</b>
Organisation	Master of the high court
Designation	Deputy Master
Telephone	061-304 901
Name	<b>JOHANNES CHRISTIAAN CRONJÉ</b>
Organization	DU PLESSIS, CRONJÉ & ROUX ATTORNEYS INC.
Designation	ATTORNEY
Telephone	+264-222 7771
Email	<a href="mailto:Cronje@dcrlegal.com">Cronje@dcrlegal.com</a> / <a href="mailto:cronje@cronjelaw.com">cronje@cronjelaw.com</a>
Name	<b>ADRI VAN DER MERWE</b>
Organization	FISHER, QUARMBY & PFEIFER
Designation	DIRECTOR
Telephone	0811288914