

A. PERSONAL DETAILS

NONHLANHLA P, KHUMALO

Gender:	Female
Marital Status:	Married
Nationality:	South African
E-mail:	Nonhlanhlaz2@dut.ac.za Nhlanhla1201@gmail.com
Phone number:	060 350 3586
Residential address:	Durban, KwaZulu-Natal
Driving license:	B

B. PERSONAL STATEMENT

A proactive, adaptable and conscientious individual with proven interpersonal skills and an excellent educational practitioner. Overcomes challenges through a tenacious and questioning approach - drawing on wide-ranging education and community development expertise. Also an articulate and diplomatic communicator plus an effective team player with strong training skills. Consistently works to the highest professional standards and thrives when working as part of a cohesive team to deliver projects that yield multiple benefits.

Objective: A creative positive person with strong interpersonal skills, analytical organizational skill. A visionary, always ready for a challenge and ever ready to learn. Passionate and strong-willed to contribute both academically and practically towards development and wellbeing of all kind

C. ACADEMIC QUALIFICATIONS

DATES

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| ▪ PhD (Education), University of KwaZulu-Natal, Edgewood Campus, Durban, South Africa. | 2019 |
| ▪ M.Sc Community Development, London Metropolitan University, London, United Kingdom | 2012 |
| ▪ B.A Education (Hons), London Metropolitan University, London, United Kingdom. | 2009 |
| ▪ Primary Teachers Diploma (PTD), Umbumbulu College of Education, Durban, South Africa | 1996 |

D. CERTIFICATIONS

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| Faculty Certificates in Online Teaching – Global NXT University, Malaysia | 2017 |
| Strengthening Postgraduate Supervision – Rhodes University, South Africa | 2019 |

E. PROFESSIONAL EXPERIENCE

- **Durban University of Technology, Midlands Campus** (2013 to date)
Position: Writing Centre Manager
Key Responsibilities:
 - Coordinate academic and creative writing Programs
 - Coordinate, organise and participate in a wide variety of specialised program duties
 - Serve as primary contact with writing tutors and provide work direction and guidance to staff
 - Coordinate writing workshops and writing competitions, provide information to the University and public concerning Writing Centre services
 - Maintain responsibility for budget monitoring and grant management

- **Action and Rights of Disabled People (NGO), London Borough of Newham, UK**
Position: Community Development Manager (2010 -2012)
Key Responsibilities:
 - Set up and facilitate the running of community user-led groups on health and wellness, disability equality and independent living issues
 - Coordinate and conduct training courses for staff skills development
 - Delivering various community health and wellness empowerment projects
 - Development of user-led Terms of Reference for various community-based projects
 - Write advisory papers for disability projects working within the community
 - Promote and support the successful implementation of the Safeguarding Policy for children and vulnerable adults across the different spheres of government
 - Attend partnership and other strategic meetings to ensure that local needs and plans inform the decision-making process

- **Southwold Primary School, London, UK** (2001 – 2010)
Position: Educator / School Family Liaison Officer
Key Responsibilities:
 - Teach and educate students according to the curriculum guideline, educational needs, abilities and attainment
 - Planning, preparing and delivering lessons to all students in the class
 - Assigning work, correcting and marking work carried out by students
 - Assessing, recording and reporting on the development, progress, attainment and behaviour of one's students
 - Participating in the training courses as well as in continuing professional development opportunities

- **Umsinsini Primary School, Mthwalume, KZN**

(1997 – 2000)

Position: Foundation Phase Educator

Key Responsibilities:

- Taught all areas of the curriculum
- Managed classroom and behaviour management
- Planned and prepared children's work
- Carried out the assessment, marking and reports writing

F. PERSONAL SKILLS AND STRENGTHS

- Excellent report writing, communication and presentation skills
- Ability to work independently and in a flexible atmosphere
- High analytical and conflict management skills
- Enjoys a combination of individual skills and teamwork
- Strong negotiation and interpersonal skill, very proactive and creative
- Computer literate (MS Word, Excel, Powerpoint etc.)
- A highly motivated and reliable individual
- Result oriented and has effective strategic thinking skills
- Strong organisational and managerial skills
- A quick learner and fast in adapting to new challenges and environments

G. SCHOLARSHIPS AND GRANTS AWARDS

- National Research Foundation (NRF) Scarce Skills Doctoral Scholarship, 2016
- UKZN Deputy Vice-Chancellor (DVC) Bursary Award, 2016
- PhD Scholarship, University of KwaZulu-Natal, South Africa, 2016-2018.

H. PROFESSIONAL REGISTRATION

- South African Council for Education, Registration Number: 1160075

I. REFERENCES

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