

NTSHIKENG VICTORIA SELEBELENG

B(Hons) Town and Regional Planning

Resilient, inquisitive, career-driven and a resourceful problem solver

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PROFESSIONAL PROFILE

A resilient and career-driven town and regional planning graduate with a passion for spatial development planning and urban design. I recently completed my degree at the University of Pretoria in 2023. I have gained theoretical and practical knowledge through my experience of various aspects relating to development planning and the built environment. The exposure to different industries within the built environment, namely; real estate, property development, town planning and volunteering allowed me the opportunity to gain the following technical experience:

- **Land-Use Management/applications** (6 months) – experience in all land-use applications. Learned through volunteering and my current internship.
- **Land and site feasibility studies** (6 months) – being able to assess the viability of a site and whether the proposed plan is likely to become a success. Gained this experience through my current internship.
- **Site Identification** (4 months) – experience in site identification and assessing development requirements.
- **Development planning** (4 months) – experience in the development process of service stations and Quick Service Restaurant (QSR).
- **Spatial planning** – experience in spatial planning and development and the ability to draft frameworks and policies through the experience gained in our degree.
- **Technical report writing, situational analysis and research paper.**

I have theoretical and practical appreciation of various aspects of development planning, with concise focus on how it can be applied appropriately to gain the best possible solutions. Additionally, with a creative ability to think laterally and enthusiastically about my self-development, I am currently in the process to apply for the African Digital Twin Cities course focused on built environment innovation and urban design.

KEY COMPETENCIES AND SKILLS

- **Public speaking**- can confidently communicate in front of a crowd due to being in the debate team and my work experience in chairing meetings.
- **Aspiring leader** – experience in mentoring and guiding youth from being in the Big Sister programme.
- **Communication** - comfortable articulating and presenting technical jargon relating to the built environment.
- **Conflict management** - learnt to navigate and handle myself in conflict and risk situation from dealing with clients in real estate and my other work experience.
- **Curious** - eager to learn new skills that will propel my career in town planning and skills development.
- **Decision maker** - comfortable making quick decisions and trying new solutions.
- **Energetic** - proactive and actively seek solutions to problems.
- **High levels of adaptability** - exposure to various industries and unique work cultures which has allowed me to adapt while staying authentic to self.
- **Resilient** - when it comes to a problem, I rarely give up, instead I am persistent and try different approaches.
- **Teamwork** - I am a keen collaborator having been selected as the World Scholars captain by my peers during high school, attests to my ability to communicate and earn the respect of my peers. Can effectively work well with my colleagues.
- **Research**- My honours research paper improved my research conducting skills and my distinction solidified my competency in conducting research, however, there is still room for improvement.
- **Spatial frameworks and policy drafting**- My degree exposed me to how Spatial Development Framework, Integrated Development Plans and other policies and frameworks are drafted and prepared in relation to spatial planning.

COMPUTER SKILLS

Proficient in Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Visio, QGIS, SketchUp, Inkscape

WORK EXPERIENCE

Property Development Intern | Credeco (Pty)Ltd (July 2023 - present)

Overview: Service station and Quick Service Restaurant development consultancy that deals with site identification and development aspects of service stations.

Key Responsibilities

- Identifying sites that are viable for service station development by using variable assessment.
- Conducting feasibility assessments.
- Drafting deal proposals and Site Opportunity Documents.
- Rezoning and consolidation applications.

Key takeaway: Ability to understand new complex ideas and technologies in a short time frame and deliver work timeously. Acquiring knowledge of traffic count assessments and being able to confidently communicate with clients and represent the company with rapport. Learnt how to effectively work in a team, be engaging and collaborative. Understanding the South African footprint and how provinces are different and require different approaches.

Property practitioner Intern | Dreamville Properties (January 2023- June 2023)

Overview: Dreamville Properties is a real estate agency based in Brooklyn. They mainly sell and manage properties in Pretoria and Midrand. I was an unpaid intern, but I also got the opportunity to put my town planning skills to practice through municipal property valuations and other communications relating to property.

Key Responsibilities

- Making call to tenants with regard to their contracts and any grievances; mainly in the Hatfield, Brooklyn and Hillcrest areas.
- Administrative work of drafting contracts and emails to clients and property owners with the supervision of my mentor.
- Report writing and key collection.

Key takeaway: Situational management; ability to determine the best approach when faced with challenging situations, especially when dealing with clients. Got to learn how real estate functions and gained organisation and administrative skills. The ability to put my town and regional planning theoretical teachings to practice.

Volunteer | Just-In-Time (May 2022- August 2022)

Overview: Just-In-Time is a town planning firm that deals with all town planning applications and land-use schemes. I was a volunteer and job shadowed a town planner.

Key Responsibilities

- Running errands.
- Checking application progress in municipalities.
- Drafting applications.

Key takeaway: How to be flexible where I was given projects and tasks that were out of my scope of experience or technical training. I learnt how to approach new areas of work with an open mind and positive attitude. Learnt basic processes to town planning applications.

Volunteer| Phutego Development Planning Consultants (September 2021 - November 2021)

Overview: Phutego Development Planning Consultants is a town planning firm that specialises in rezoning, subdivision, consolidation, relaxation, removal of restrictive conditions and township establishments. I worked as a volunteer and was job shadowing to get field experience and exposure to what town planners do.

Key Responsibilities

- Running errands.
- Report writing.
- Attending tribunals and taking notes.
- Checking application progress in municipalities.

Key takeaway: Intercultural communication, especially when attending tribunal meetings. How to deal with multiple stakeholders, whilst ensuring that I managed the expectations of my mentee. How to be a proficient listener and to synthesis information.

EDUCATION | QUALIFICATION

2019 - 2023: Bachelor of Town and Regional Planning | University of Pretoria

- Final year research project: Exploratory study on how planning practices can adopt the Modern Urban Systems Thinking approach to rural, regional and urban design practices. The aim of the research was to provide a review on international case studies of emerging economies, where a Modern Urban Systems Thinking approach was applied to rural, regional and urban planning and design practices: To better understand the potential role and responses that planning practices in South Africa could play in achieving urban resilience.
- Distinction (82%) for honours research paper.

2017 - 2018: National Senior Certificate | Grace Trinity School for Girls

- Three distinctions
- World Scholars Deputy President
- Big Sister programme mentor
- Grade 12 Top 4 student

PASSIONS | INTERESTS

Enjoy hiking, tennis, visual arts and drawing, babysitting, travelling, and reading. Additionally, I was formerly a deputy president for our World Scholars team (represented my high school and the Johannesburg region in Vietnam and Yale Championship Rounds.) Urban design and spatial planning.

REFERENCES

- Nondumiso Mvubu
- Ofentse Segone
- Sandile Nkabinde
- Pebetsi Ngwana
- Marlene Gracie

Contact details to be provided upon request.