

## **WAHAB JAMIU FOLAWIYO**

**B.A (Hon), PGDE, M. Ed, PhD (in view) TRCN, A'EMAPP**

### **Career Objective**

A seasoned professional lecturer with deep educational management, administration, planning, human resources and personnel management background, seeking a career to improve your organization effectiveness and bring more about instructional development with meticulous attitude, empathy, ability to learn fast, working with the team and initiative to achieve organization goals and objectives, which would setting a great demonstration to success unequivocal track record in both personal and organization by achieve efficiency desire with high performance inward and outward of the organization with his potential.

### **Unique Administrative Skill**

#### **Great Interpersonal Skill**

Relating with other staff and colleagues with empathy and responsiveness to create achieve better working environment.

#### **Excellence Team Player**

Work with a team member effectively to achieve their certain goals and objectives of the organization.

#### **Managerial Skill and Readiness**

An excellence communication skill, innovating, fastidious, meticulous and ability to work under pressure with good attitude, impeachable character integrity with positive managerial skill and readiness to work with simple communication without stressful.

#### **Communication Skill**

Effectiveness in writing, listening, reading, speaking and other related skills and make the organization achieve the goals and objectives for betterment for the humanity.

#### **Personal Human Relation Qualities**

- ❖ Good writing, listening, speaking and communication skills.
- ❖ Good interpersonal relationship and good human relation.
- ❖ Ability to work and supervise any project to great success.
- ❖ Self-discipline, empathy, self-determination, creativity and versatility.
- ❖ Knowledge of corporate management principles and administration.
- ❖ Ability to learn very fast and champion unusual challenges in an organization.

#### **Technical Operation Qualities**

- ❖ Good teaching experience and exam coordination both internal and external.
- ❖ Understanding of Windows operating system and their configurations.
- ❖ Proficiency in the use of Microsoft Office packages and others.
- ❖ Good understanding of computer installation and technical operation.
- ❖ Assembling, troubleshooting and maintenance for proper used.
- ❖ Fast in typing both Arabic and English typesetting with many certificates.

### Investigation / Monitoring and Evaluation Qualities

- ❖ Good investigator in any cases by getting the source of the crime
- ❖ Proficiency skill to gathers all necessary information from the criminal
- ❖ Fast in administrative record of all necessary information
- ❖ Track the criminal in both internal and external technical operation
- ❖ Keep all the necessary information for keep record purposes
- ❖ Understand all departmental in the organization hierarchy

### 1. Bio Data

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- i.* Date and Place of Birth: 4<sup>th</sup> January 1983; Lagos State
- ii.* State of Origin: Kwara State
- iii.* Age (attach evidence): 43 years old
- iv.* Gender: Male
- v.* Local Govt. Area: Ilorin South
- vi.* State of Origin: Kwara State
- vii.* Nationality: Nigeria
- viii.* Permanent Home Address: No 7,Ijelu Junction, Itapa-Ekiti, Oye Local Government, Ekiti state.
- ix.* Current Postal Address: Same above address
- x.* Cell Phone Number: 08060393907 , 08088880087
- xi.* Marital Status: Married
- xii.* Language Spoken :Yoruba, Hausa, fluently in both Arabic and English

### 2. Institutions Attended (with dates) :

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|--|----------------|
| a. Ekiti State University, Ado- Ekiti  | 2019-till date |
| b. National Open University of Nigeria (NOUN)                                      | 2014-2016      |
| c. College of Education Waka Biu Borno State affiliated to University of Maiduguri | 2010-2012      |
| d. University of Ilorin  | 2006-2010      |
| e. Zumratul Adabiyah Al Kamaliyah Okekere, Ilorin Kwara State                      | 2002-2005      |
| f. Ansar Ud deen Primary School, Ebute Metta. Lagos State                          | 1990-1996      |

### 3. Pure Academic Qualification (with dates):

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- ❖ Doctor of Philosophy (Ph.D) Educational Management (Educational Administration and Planning) (In view)
- ❖ Master of Education (Educational Administration and Planning) National Open University of Nigeria (NOUN) 2014-2016
- ❖ Post Graduate Diploma in Education (PGDE) College of Education Waka - Biu Borno State affiliated to University of Maiduguri 2011-2012

- ❖ University of Ilorin Bachelor of Arts, (Arabic) 2006-2010
- ❖ Diploma in Computer science and Technology 2008-2009
- ❖ Zumratul Adabiyah Al Kamaliyah Okekere, Ilorin Kwara State 2002-2005
- ❖ NABTEB Results 2014-2015
- ❖ Primary Leave First Certificate 1990-1996

#### **4. Professional Qualification (with dates)**

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- ❖ Association of Educational Management and Policy Practitioners (A'EMAPP) 2024
- ❖ Teachers Registration Council of Nigeria (TRCN) 2016

#### **5. Scholarship and Prizes at University, Secondary or Technical Level only (starting with the Latest)**

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- Senate Member (Two Tenures) 2007-2009  
Faculty of Arts Students' Association (FASA) University of Ilorin
- Senate President Faculty of Arts Students' Association (FASA) University of Ilorin 2009-2010
- Best Press Coordinator of the year 2013-2014

#### **6. Honours, Distinction and Membership of Learned Professional Societies (starting with the latest)**

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1. Association of Educational Management and Policy Practitioners (A'EMAPP) 2024
2. Teachers Registration Council of Nigeria (TRCN) 2016

#### **7. Previous Employment (General and Specific Experiences-starting with the dates)**

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- ❖ **Arabic Language and Islamic Religious Studies (Teacher)**
  - Imam Malik Academy Secondary School Gwagwalada, Abuja 2013-2016
  - College of Arabic and Islamic Studies Gwagwalada, Abuja 2010-2015
  - Suzz Tenderly Secondary School Gwagwalada FCT, Abuja 2010-2011
  - At –Thaqafah International Academy, Gwagwalada, Abuja 2011-2012
- ❖ **Graduate Lecturer** 2011-2013  
Department of Arabic and Islamic studies,  
College of Education, Waka-Biu. Borno State, Maiduguri
- ❖ **Computer Instructor** 2008-2009  
Halal Computer Training and Information Studies, Ilorin Kwara State
- ❖ **Computer Operator and maintenance** 2007-2008  
Soft-Net Technology Center, Ilorin Kwara State

#### **8. Details of Administrative Experiences**

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- At –Thaqafah International Academy, Gwagwalada, Abuja**
- ❖ School Administrator 2011-2016
- ❖ Exam Officer 2012-2013
- Imam Malik Academy Secondary School, Gwagwalada. FCT, Abuja**
- Vice Principal (Administration) 2014-2016
- Vice Principal (Academic)

- Administrative Officer 2013-2014  
Nurul Bayan International School. Wuse 2 Garki FCT, Abuja
- Administrative Officer

#### 9. Teaching Experience (where applicable)

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- ❖ **Lecturer II** 2023  
Federal University Oye-Ekiti,  
Department of Educational Management and Business Studies
  - ❖ **Assistant Lecturer** 2020-2023  
Federal University Oye-Ekiti,  
Department of Educational Management and Business Studies
  - ❖ **Graduate Lecturer** 2010-2013  
Department of Arabic and Islamic Studies.  
College of Education, Waka-Biu, Borno State.
  - ❖ **Computer Instructor** 2008-2009  
Halal Computer Training and Information Studies Ilorin Kwara State
  - ❖ **Assistant Computer Operator** 2007-2008  
Soft Net Technology Center, Ilorin Kwara State

#### 10. Service to the Community (with status and Date)

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- Da'awah Chairman 2011-2012  
Muslim Corpers' Association of Nigeria  
(MCAN Biu Zone, Borno State) Batch A corps members
  - Public Relation Officer (PRO) 2011-2012  
National Emergence Management Agency (NEMA)  
CDs (Community Development Service) Batch A corps members
  - Treasure 2011-2012  
Mass Literacy and Adult Education  
Community Development Service group, Batch A Corp members

#### 11. Extra-Curricular Activities

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Travelling, Table Tennis, Foot Ball, Volley Ball, Writing, Reading, Football, Singing, Running, Composition, Researching, Monitoring and Evaluating, Social Networking freelance and Information Analyst, learning new technologies, browsing the internet and Meeting great people throughout the world with positive change and transformation agendas on network and social media.

#### 12. Names and Addresses of three (3) Referees

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Available on Request