

EGUNJOBI OLUMUYIWA MICHEAL

(ABRIDGED PROFILE)

A. PLACE OF BIRTH: Akure, Akure South Local Government

DATE OF BIRTH: 11/08/1949

STATE OF ORIGIN: Ondo State

NATIONALITY: Nigerian

MARITAL STATUS: Married with Three Children

PERMANENT HOME ADDRESS: First Gate, Oba Afunbiowo Housing Estate, Idanre Road, Akure

CORRESPONDENCE ADDRESS: Same as above.

ACADEMIC QUALIFICATIONS OBTAINED WITH DATES;

(a) University of Ibadan, B.SC (Hons)²1976-1979

(b) University of Ife, Ile-Ife – Masters Degree in Public Administration with emphasis on Institutional Administration, 1985-1987

LAST APPOINTMENT & STATUS: Deputy Registrar, (Retrd) Adekunle Ajasin University, Akungba-Akoko

B. STATEMENT OF WORK EXPERIENCE SINCE GRADUATION

1. WORK EXPERIENCE OUTSIDE THE UNIVERSITY;

(a) 1979-1980 -(NYSC) Assistant secretary, Guljba Local Government, Borno state.

Jobs Handled Included;

- Arrangement /Coverage of LG council & F & GPC meetings
- Preparation of Draft speeches for the Chairman of Council and the Secretary.

(b) **1981(April)**-1989 –Federal Polytechnic, Akure/ Ado-Ekiti: Rose from Administrative Officer 1 to Assistant Registrar.

Jobs handled;

- Served as Registrar's Administrative Assistant.
- Handled Registration of contractors.
- Serve as Secretary Publications Committees.
- Secretary, Staff Development & Training committee.

(c) 1983 to August 1985 – Administrative Officer 1 and appointed by the Rector as the Ag. Administrative Secretary to COHEADS. (That’s Council of Heads of Technological institutions in Nigeria, when the Rector became the Chairman and COHEADS Secretariat transferred to Ado-Ekiti)

(d) Sept 1985-June 1987- Started and completed a Masters Degree (MPA) on the Sponsorship of The Federal Poly, Ado-Ekiti at Obafemi Awolowo University, Ile-Ife.

(e) Sept 1987-Feb. 1989- Assistant Registrar in charge of Council Affairs.

(f) **May 1989-1992 - Federal College of Education. (Gombe).**

- Appointed as Senior Asst. Registrar by the Federal ministry of Education and posted to Federal College of Edu.(Tech), Gombe and Rose to the position of Principal Assistant Registrar

Jobs handled;

- Head, Establishments Division and worked on Personnel Matters.
- Assisted the Ag. Registrar on Governing Council Matters.

C. SUMMARY OF JOB SCHEDULES IN THE UNIVERSITY SYSTEM

1. Ondo State University, Ado-Ekiti;

June 1992- April 1995 –transferred my service to Ondo State University, Ado-Ekiti, on being appointed as Senior Assistant Registrar.

Assigned as Senior Assistant Registrar (Senate Matters)

Job handled;

- (a) Handled Senate matters
- (b) Issuance of Academic Transcripts
- (c) Represented the Registrar on the Ceremonies Committee with reference to Matriculation and Convocation Ceremonies.

May 1995-June 1996 – Appointed Head, Academic Affairs Division responsible to both the Registrar and the Vice- Chancellor on matters relating to;

- a) Representing the University at JAMB meetings in Lagos/Abuja
- b) Admissions Matters
- c) Senate Matters
- d) Committee of Deans meetings
- e) Providing periodic advice on the issue affecting students Examination performance

f) Examination and Records/Students Statistics

1996, August – 1996 Dec. – Appointed as Principal Asst. Registrar and posted to Post-graduate School as Secretary.

1997, June – 1998 June – Posted to Ondo State University Liaison office as liaison Officer, Akure

1998, August – 1999 Nov – Posted to serve as Principal Assistant Registrar, Appointments and Promotions Board, Ondo State University

Dec 1999 – April 2000 – Ondo State University, Ado – Ekiti relocated to Akungba, Adekunle Ajasin University and was posted to the Vice-Chancellor temporary Office, Akure, as Principal Assistant Registrar, Staff Matters.

2. Adekunle Ajasin University, Akungba Akoko

- a. 2000 – 2005 – Posted to the Personnel Affairs Division as Head to co-ordinate all Establishments matters and also to serve as Secretary, Staff Development and Training.
- b. 2005, Nov – Posted as Deputy Registrar to the Governing Councils Affairs Division to handle the followings;
 - a) Organized/covered Council meetings and treated follow – up decisions arising from governing Council meetings
 - b) Arranged, Covered F&GPC meeting and worked on F&GPC follow up decisions.
 - c) Served as Secretary, Governing Committee on project implementation
 - d) Covered Governing Council Tenders Committee

2007, July – 2009, August – Posted to Academic Affairs Division as Head and also served as University Admissions Officer Major Function included the followings;

- a. Served Senate Committee
- b. Co-ordinated the activities of University Admissions Committee
- c. Represented the University at JAMB Admission meeting in Abuja
- d. Represented the Registrar on the University Pre-Degree Programmes Committee
- e. Supervised the activities of the Examinations and Records Unit
- f. Member, Faculty Subcommittee on admissions
- g. Supervised along with selected members of Academic staff, the conduct of semester examinations.

D. Appointed to serve as Ag. Registrar, several times, in the absence of the Registrar

E. WORKSHOPS/SEMINARS ATTENDED WITH DATES

1. COHEADS organized four - day Workshop for Personnel Officers drawn from Federal and State Polytechnics at Kaduna Polytechnic, Kaduna 9th – 12th May, 1983
2. Federal Ministry of Education/NBTE organized three day workshop on the proposed World Bank Assisted Projects in Polytechnics for selected officers drawn from Nigerian Polytechnics in Lagos, 16th - 18thFebruary, 1988.
3. Conference of Nigerian University Professional Administrators, University of Lagos, 2003
4. University Internally Organized Skill Improvement Workshop, AdekunleAjasin University, Akungba 2005
5. Management Workshop for Senior Executives drawn from Public Organization and Tertiary institutions at Management Village Shagaya, Lagos 2007

UNPUBLISHED RESEARCH WORK.

An evaluation of Post – Training Effects in a higher Educational Institution; A case study of the Federal Polytechnic, Ado – Ekiti Unpublished MPA Project, 1987

MEMBERSHIP OF PROFESSIONAL BODIES

1. AMNIM
2. Association of Nigerian University Professional Administrators (ANUPA)

DISENGAGEMENT FROM SERVICE

AUGUST 11, 2009.