**CURRICULUM VITAE**

**PERSONAL INFORMATION**

**Full name**

OLOWU, Olubola Busayo

**Tittle**

Mrs.

**Date of birth**

24th February, 1989

**Place on birth**

Ife Central LGA, Osun State

**State and Local Government of Origin**

Osun state /Ife North Local Government Area

**Nationality**

Nigerian

**Email Address/ Phone number**

[oyedeleolubola24@gmail.com](mailto:oyedeleolubola24@gmail.com) / +2348161714995, +2348137613045

**Marital status**

Married

**Institutions attended with dates**

Obafemi Awolowo University, Ile Ife, Osun State, Nigeria (2007 - 2012)

Adventist Secondary School, Ile-Ife, Osun State, Nigeria (1999 - 2005)

St. Peter's Anglican Primary school, Iremo, Ile-Ife, Osun State, Nigeria (1993 - 1999)

**Academic Qualifications with dates**

B.Ed. Political Science, Second Class Lower Division (2012)

Secondary School Leaving Certificate (2005)

First School Leaving Certificate (1999)

**Honours, Distinctions and Membership of Professional Bodies**

Microsoft Certified Educator (2021)

Technology Literacy for Educators - 21st Century Learning Designs

Best Teacher of the Year (2014)

First Foundation Nursery and Primary school.

**WORK EXPERIENCE**

**Freelancer Transcriptionist (2022)**

**British Council**

* Participate in Focus Group Discussions
* Transcribe voice and video recordings into MS word using the prescribed template

**Assistant Researcher (January 2022)**

**Center for the Study of Economics in Africa (CSEA)**

* Conduct research on how to improve systems of education in Nigeria.
* Collect data from secondary schools in various local government areas in OYO State.
* Analyse data for intervention purpose.

**Early Years Foundation System Teacher (April 2021 to December 2021)**

**The Nurturing School, Omorire Johnson, Lekki, Lagos State.**

* Develop and implement lessons and work schemes using the EYFS.
* Organize and supervise play and work activities.
* Assessment and evaluation of learners’ progress and development.
* Writing of termly report on each learning.

**Common Entrance Examination and After School Tutor (2020 - 2021)**

**Lekki Lagos**.

* Evaluate and report learner's performance, leveraging on the learner’s strength
* In-depth revision of past examination questions.
* Prepare learners for common entrance examinations into high school
* Assess pupils and liaise with parents to determine an academically appropriate school for the learner.

**Deputy Head of School / Administrative Head (2019 - 2020)**

**Life Long Advantage International school, Osogbo*.***

* Staff Assessment Evaluation and Profiling.
* Oversee the day to day running of the school and custodian of school records
* Daily report to the School Management and Board of Directors.
* Organising seminars and trainings for staff members.
* Marking of lesson plans, registers and diaries.

**Creative Director (January 2017- July 2019)**

**Bibi stitches, Ile-Ife, Osun State.**

* Creation, drafting, cutting, sewing of fabric and keep inventories of all equipment and fittings.
* Training of new interns and ensure the day to day running of the company.
* Attend to customers as well as source for new clients.

**Assistant Examiner, WAEC & NECO (2014 – 2019)**

* Cordination of examination marking.
* Marking and vetting of examination script.

**Classroom Teacher / Sectional Head (2014 - 2016)**

**First Foundation Nursery and Primary School, Ile Ife**

* Classroom management, Preparation of course outline and lesson note.
* Prompt and accurate delivery of lesson.
* Assessment and evaluation of other staff members.
* Marking of lesson notes, diaries and registers.
* Preparation of pupils for both internal and external examinations

**National Youth Service Corps (March 2013 - Feb 2014)**

**Enugu state Ministry of education, Enugu State**

* Assist in initiating awareness on the educational programme in selected local governments in the state.
* Assist in coordination of trainings and refresher courses, reviewing and updating nominal roll of the ministry of education.
* Assist in supervision of data collection in Enugu state for the ministry of education.
* Report writing, collection of files and forwarding them to their appropriate quarters.

**Teaching practice I & II (May 2009 - June 2009; August 2011 - September 2011)**

* Planning and presenting of lesson plan.
* Classroom management and control.
* Assessment and evaluation of students.

**SKILLS**

Excellent communication and Interpersonal skill, Team work, Leadership skill, Organizational, Analytical skill, Proficient in the use of Microsoft Packages (MSword, Excel etc.), Google Drive Suite ( Gmail, Google sheets, Google Docs, Google Forms, Google Slides, Google Calendar, Google Hangouts) and Tapestry.

**REFERENCES**

Mrs. Adewusi Oluwatosin Rev. K.O. Akinbo

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