**CURRICULUM VITAE**

**PERSONAL DATA**

Full Name: Ikeoluwa T. **Oyolola**.

Date of Birth:

Sex: Female

Contact Address:

E- Mail Address:

Mobile Phone Number:

Nationality: Nigerian

STATE OF Origin:

Senatorial District:

Local Government Area:

Marital Status: Married

Number of Children:

Next of Kin:

Contact Address of Next of Kin:

E-Mail Address:

Mobile Phone Number:

Data of Assumption of Duty

Rank\Status on First Appointment: Personal Secretary II

Present Status: Personal Secretary II

Date of Last Promotion: Nil

Present Salary, Grade Level and Step: 8/4

Date of Confirmation of Appointment: Nil

Faculty/Directorate: Faculty of Basic Medical Science

Department/Unit: Dean’s Office

**EDUCATIONAL QUALIFICATIONS WITH DATES**

Bachelor of Science (Business Administration) awaiting Senate approval

Higher National Diploma in Office Technology and Management (Upper Credit) 2009

National Diploma in Secretarial Studies (Upper Credit) 2007

Senior Secondary Certificate Examination 2002

**WORKING EXPERIENCES WITH DATES**

**PREVIOUS WORKING EXPERIENCE OUTSIDE THE UNIVERSITY SYSTEM**

**The Federal Polytechnic, Offa (NYSC**) March 2010 – Feb. 2011

Department of Office Technology and Management

**KENFOL Global Enterprises, Abuja (Industrial Training**) Jan. 2007 – Dec. 2007

Position: Industrial Training student

**PREVIOUS WORKING EXPERIENCE IN OTHER UNIVERSITY SYSTEM**

Wesley University of Science and Technology, Ondo July 2011 – January 2016

Department of Social Sciences

Osun State University, Osogbo (Graduate Attachment Programme) June 2011

Department of Electrical and Electronic Engineering

**CURRENT RELEVANT INFORMATION**

**SERVICES WITHIN THE DEPARTMENT**

* According to the schedule of my duty and other duties as directed by my Superior