CURRICULUM VITAE

1. **Personal Data:**
2. Full Name: ADEYANJU, Sawa Joshua
3. Date of Birth: 17th March, 1987
4. Details of Contact Address:
   1. E-mail Address(es): sadeyanju@unimed.edu.ng; adeyanjusawa@gmail.com
   2. Mobile Phone Number(s): 08059556928
5. Nationality: Nigerian
6. State of Origin: Ondo State
7. Local Government Area: Owo LGA
8. Permanent Home Address: 31 Ishokun-Oke Street, Ijebu-Owo, Ondo State
9. Marital Status: Married
10. Number of Children and their Ages: 1 (4years old)
11. Next of Kin: Mrs. Foluke O. Adeyanju-Sawa
12. Details of Contact Address of Next of Kin:
    1. E-mail Address: folukephat@yahoo.com
    2. Mobile Phone Number(s): 08066354393
    3. Permanent Home Address: Road 4, No 1 Ebunoluwa Street, Behind UNIMEDTH, Ondo
13. Date of Assumption of Duty: 28th June, 2017
14. Rank/Status of First Appointment: Administrative Officer II/ 71
15. Present Status: Assistant Registrar/ 92
16. Date of Last Promotion: 1st October, 2023
17. Present Salary, Grade Level and Step: CONTISS 9, STEP2
18. Date of Confirmation of Appointment: 28th June, 2020
19. Faculty/Directorate: Registry
20. Department/Unit: Division of Academic Affairs
21. **Educational Background:**
22. Higher Educational Institutions Attended with Dates
23. FederalUniversity of Technology, Akure **2019**-**2022**
24. Adekunle Ajasin University, Akungba-Akoko **2011**-**2014**
25. Academic/Professional Qualifications and Distinctions Obtained with Dates
    * 1. Master of Technology in Microbiology (Medical Microbiology Option) **2022**
      2. Certificate of National Service (NYSC) **2015**
      3. Bachelor of Science in Microbiology **2014**
      4. National Diploma in Science Laboratory Technology **2011**
      5. Senior School Certificate [NECO] **2008**
      6. PrimarySchoolLeavingCertificate **1997**
26. Other Distinctions and Awards with Dates
    * 1. Letter of Commendation on the Conduct of the First Student Union Elections **July, 2024**
      2. Award of Recognition by UNIMED Student Union **June, 2024**
      3. Letter of Commendation by the University Senate **July, 2022**
27. **Work Experience with Dates:**
28. Work Experience in University of Medical Sciences
    * 1. Administrative Officer II- Supplies Unit **June 2017- Sept. 2017**
      2. Administrative Officer II- Department of Biochemistry **Sept. 2017 – April, 2020**
      3. Administrative Officer II SIWES UNIT **February 2018- July, 2020**
      4. Administrative Officer II/Faculty Officer, Faculty of Basic

Clinical Sciences **May, 2020- Sept. 2020**

* + 1. Administrative Officer I/Faculty Officer, Faculty of Basic

Clinical Sciences **October 2020- July, 2022**

* + 1. Administrative Officer I/Faculty Officer, Faculty of Dental

Sciences **August, 2022 – Oct. 2023**

* + 1. Assistant Registrar/Students Affairs Officer **Oct. 2023 - October, 2024**
    2. Assistant Registrar/ Exams& Records Unit

Division of Academic Affairs **October, 2024- date**

1. Previous Work Experience in other University
   1. **Position**: Diploma Tutor **2014-2015**

Centre for Diploma and Pre-Degree Studies

Kogi State University, Anyigba, Kogi State

**Course taught**: Introductory Microbiology I and II

* 1. Position: Teaching Assistant (NYSC) **2014-2015**

Department of Microbiology

Course taught: a. Microbial Physiology and Metabolism

b. Microbial Genetics

1. Previous Work Experience outside the University System with Dates:
   1. Production Supervisor: Danyus Food Nigeria Limited **August 2015-June 2016**

Akure

* 1. The Real International College, Konifewo-Ota, Ogun State **2010-2011**

1. **Membership of Professional Bodies:**
   1. Member, Association of Nigerian University Professional Administrator

(ANUPA) no: 6735 **June, 2021**

1. **Professional Accomplishment:**
2. Appointment as Observer for the Annual Staff Promotion Examinations

by SSANU, UNIMED Branch **October 2024**

1. Congregation Representative to Governing Council of the University

of Medical Sciences, Ondo **Nov., 2023 -date**

1. Appointment as the University Maze Bearer **July 2021-date**
2. **Conferences, Seminars and Workshops Attended with Dates:**
3. International Conference on Empowering Deaf Learners in Inclusive

Education at Wesley University, Ondo, Nigeria. **May, 2024**

1. Workshop on Effective Productivity Improvement in Management and

Administration for Admin and Executive Officers in Tertiary Institutions

for Quality Services Delivery at Bezer Hall, Ota, Ogun State **March, 2024**

1. Animal Care and Use in Research, Education and Testing held at

UNIMED **Dec**., **2022**

1. International Workshop in Forensic Medicine held at UNIMED **Sept. 2022**
2. One Day Capacity Building Workshop on Ethics and Integrity in

Research **October, 2022**

1. Mendeley Training on Reference Management Skills (Online) **May,** **2022**
2. Workshop on the Management of Tertiary Educational Institution in

Nigeria in the New Normal (Virtual) **April, 2021**

1. Impact of AvH Sponsored Programme and Fellows on Building

Sustainable Economy Based on Science and Research in Sub-Sahara

Africa by HUMBOLDT KOLLEG FUTA, Akure 2022 **March, 2022**

1. Workshop on Registry Functions and Communication Skills for

Professional Administrators in UNIMED held at Civic Centre, Ondo **February, 2020**

1. Effective SIWES Supervision Skills and Administration Workshop

Held at ITF Akure Area Office **October, 2019**

1. Database Design and Management Course Using MYSQL for SIWES

Desk Officers and Administrators held at ITF Akure Area Office, Akure **Nov., 2018**

1. Advance Digital Appreciation Programme for Tertiary Institutions

Statistical Package for Social Sciences **November**, **2018**

Signature: Date: