

CURRICULUM VITAE

A. GENERAL INFORMATION

1. Name - Ejidokun Abiodun Rotimi
2. Date and Place of Birth - 31st March 1986, Ikeja, Lagos
3. State of Origin - Osun State
4. Local Government Area - Ayedaade Local government
5. Marital Status - Married
6. Name and Age of Children - Five: Ademuyiwa Ejidokun, 12 years,
Akindele Ejidokun, 10 years,
Oluwafemi Ejidokun, 7 years,
Iyabo Ejidokun, 4 year and
Oluwatosin Ejidokun, 1 year
7. Next of Kin - Ejidokun Ademuyiwa Olugbenga, Son
8. Permanent Home Address - No 6, Road 7, Lane 3, Ifesowapo Area, Owode,
Ede. Osun State
9. E-mail Address - rotimi.ejidokun@uniosun.edu.ng,
ejisconotension@gmail.com
10. Cell Phone Number - 08064216497

B. EDUCATIONAL BACKGROUND.

1. University of Lagos, Lagos State 2007 - 2009
2. Madonna University, Okija, Anambra State. 2000 - 2004
3. Estacom computer college, Ikotun, Lagos State. 2004 - 2005
4. Innovative Management Centre, Yaba, Lagos State. 2006 – 2007
5. Ikotun High School, Ikotun, Lagos State. 1994 - 2000
6. Salvation Army School, Ayobo, Lagos State. 1988 – 1993

ACADEMIC AND PROFESSIONAL QUALIFICATION

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|----|--|------|
| 1. | Master of Science degree in Accounting (M. Sc) | 2009 |
| 2. | Bachelor of Science degree in Accounting (B. Sc) - 2nd Class Upper | 2004 |
| 3. | Associate, Institute of Chartered Accountant of Nigeria (ACA) | 2007 |
| 4. | Associate Accounting technician (AAT) | 2004 |
| 5. | Diploma in Data Processing | 2005 |
| 6. | Senior Secondary School Certificate (SSCE) | 2000 |
| 7. | Primary School Leaving Certificate | 1994 |

C. WORK EXPERIENCE OUTSIDE THE UNIVERSITY

Industrial training:

- Isheri Osun Community Bank, Isheri, Lagos State. Nov 2002 – Jan 2003
- Isheri Osun Community Bank, Isheri, Lagos State. Nov 2003 – Jan 2004

Responsibilities

- ✓ Processing of tellers
- ✓ Posting of Cash book
- ✓ Posting of General ledgers
- ✓ Posting of Journal entries
- ✓ Reconciliation of bank accounts

National Youth Service Corp:

- ☐ Mercy Juniorate School, Bende Local govt, Abia State. March 2005 – Feb 2006

Responsibilities

- ☐ Teaching Economics and Computer Science

D. WORK EXPERIENCE IN OSUN STATE UNIVERSITY

Position held: Senior Accountant

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|----------------------|---------------------|
| - College/Store Unit | Feb 2009 – Dec 2011 |
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Responsibilities

- ✓ Oversee the financial record of colleges in the institution in relation to Inventory.
- ✓ Maintenance of store records e.g. bin cards, Store Requisition Notes, Store Receipt Notes, Local Purchase order e.t.c.
- ✓ Keeping of imprest cash books.
- ✓ Writing of payment vouchers.
- ✓ Participation in preparation of staff salaries.
- ✓ Safe custody and Issuance of store items.
- ✓ Procurement of items for the University store.

Position held: Principal Accountant

- Cash book Management Unit

Jan 2012 to July 2017

Responsibilities

- ✓ Reconciliation of cash books and bank statements.
- ✓ Posting and updating of cash books
- ✓ Preparation of journal vouchers
- ✓ Preparation of cash advance schedule
- ✓ Preparation of reports on Overheads and Assets e.g. staff training, statutory deductions, library books, laboratory equipments etc
- ✓ Relation with State auditors, Local Government auditors and external auditors on Management Accounts
- ✓ Preparation of Management Accounts

Position held: Principal Accountant/Chief Accountant

Budget and Expenditure Unit

July 2017 to Date

Responsibilities

- ✓ Preparation of University Budget.
- ✓ Preparing Accountant-General's returns.
- ✓ Preparation of reports required by the State House of Assembly.

- ✓ Preparation of other reports/returns as required by the State Government and all relevant agencies of Government like Ministries, Internal Revenue Service, National University Commission etc.
 - ✓ Preparation of report as required by Donor agencies like Tetfund and Needs Assessment
 - ✓ Preparation of Fixed Asset Register
 - ✓ Preparation of Departmental Vote Expenditure Allocation (DVEA) Book
 - ✓ Preparation of progress report on contractual obligations
 - ✓ Budget performance analysis review and variation report
 - ✓ Signatory to University Account (Central Bank Needs Assessment)
 - ✓ Attending meetings on behalf of the Head of Department as may be delegated □
- Any other duties as assigned by the Bursar

Other duties

- ✓ Secretary, Bulk Purchase Committee - February 2015 to December 2017
- ✓ Member, Building Committee, UNIOSUN Cooperative Society - February 2017 to September 2017
- ✓ Member, Bye Law Review Committee, UNIOSUN Staff Cooperative and Investment Society - September 2018 to April 2022
- ✓ Secretary, UNIOSUN Staff Cooperative and Investment Society - October 2020 to Date
- ✓ Member, Bursary Review Committee
- ✓ Member/Secretary, Bursary Computerization Committee - April 2019 to Date
- ✓ Team leader and Administrator of AdmonBursary Software development – January 2021 to Date
- ✓ Member/Secretary, Asset Numbering Committee - September 2019 to Date
- ✓ Member, NASU Earned Allowance Computation Committee – May 2021 to Date

E. MEMBERSHIP OF PROFESSIONAL BODIES

- i. Associate Member, Association of Accounting Technicians (AAT) - July 2004
- ii. Associate Member, Institute of Chartered Accountants of Nigeria (ICAN) - Nov 2007

F. CONFERENCES AND WORKSHOP ATTENDED

- Role of Chartered Accountants in Minimizing corruption, Living Spring Hotel, Osun State
- 40th Annual Accountants Conference (ICAN) – 11th to 15th Oct 2010, Nigeria at 50: Economic development & Socio-Political Stability–Time for Stock taking.
- Role of Chartered Accountants in growth of Small and Medium Scale Enterprise (SME's), International conference center, Abuja.
- 42nd Annual Accountant Conference (ICAN), Abuja – 15th to 19th Oct 2012.
- Building Enduring Institution for National Development, Sheraton Hotel, Abuja.
- Financial Reporting and Value Creation in the Public Sector: Issues, Challenges and Prospects, International conference center, Abuja.
- Financial Statement preparation, record keeping, analysis and reporting: Excellence Hotel, Ogba, Lagos State. 4-7th July 2013.
- MCPE on Information Technology organized by ICAN: Lagos Airport Hotel, Ikeja. 17-18th July 2013.
- Financial controls, Auditing and Accounting Standards: Festival tower, Dubai. 8-11th September 2013.
- 43rd Annual Accountant conference: Sheraton Hotel and International Conference Center, Abuja. 7-11th Oct 2013.
- MCPE on Public Sector Accounting organized by ICAN: Lagos Airport Hotel, Ikeja. 24-25th September 2014.
- ICAN Mandatory Western Zonal Conference, Opposite Elekaara Market, Oyo State. 2-5th March 2015.
- 45th Annual Accountant conference, Sheraton Hotel and International Conference Center, Abuja. 31 August - 4th September 2015.
- Workshop on requirement of IDRC project and regulation, Osogbo. 2nd September 2015.
- Learned conference on Public Sector Accounting, Ikeja, Lagos State. 8-12th November 2015.
- ICAN Southwest Zonal District Conference, Ijebu-ode, Ogun State. 15-18th February 2016.

- Workshop on International Public Sector Accounting Standards (IPSAS) at Osun State University, Osogbo. 25-28th July 2016
- 47th Annual Accountant conference: Sheraton Hotel and International Conference Center, Abuja. 16-20th October 2017.
- 49th Annual Accountant conference: Sheraton Hotel and International Conference Center, Abuja. 9-13th Sept 2019.
- ICAN Western Zonal Accountant conference, Ilaro, Ogun State 3-6th February 2020.
- Seminar on New Finance Act 2019, Center for Black Culture and International Understanding, Abere, Osun State. 11th November 2020.
- In-house training of Bursary Staffs on the use of accounting manual at multipurpose hall, UNIOSUN by Saliu Ojibara & Co, 15th-16th October 2021.
- General Ledger Management Training by BISM Ltd, Ikeja, Lagos State. 31st May to 2nd June 2022.
- 52nd Annual Accountant Conference, International Conference Center, Abuja. 10-14th October 2022.
- System Administrators training by BISM Ltd, Surveryor Building, Ikeja. 29th November-1st December 2022
- ICAN 17th Western Zonal Accountant's Conference, ASCON, Badagry, Lagos. 6-9th February 2023
- In-house Training on the use of International Public Sector Accounting Standard by ADRAC Professional Services Consulting, Multi-Purpose Hall, UNIOSUN. 12-13th April 2023
- Bank Reconciliation Workshop organised by BISM Ltd, 7-8th September 2023
- AdmonERP Software Superusers training at Ikeja, Lagos State, 21-23rd Nov 2023
- 54th Annual Accountant Conference: Governance Reimagined: Mapping the Future held at Transcorp Hilton Hotel Event Centre, Abuja, 7-11th October 2023
- AdmonERP Software Training – Technical Support Skills for System Administrators, Lagos, 8-11th April 2025

G. EXTRA-CURRICULAR ACTIVITIES

- Use of Advanced Excel for financial reporting
- Playing Chess and Scrabble games
- Public Relation Officer, Areja-Odomu Community, Owode-Ede, Osun State
September 2017 to September 2019
- Member, Audit Committee, Areja-Odomu Community, Owode-Ede. Osun State.
September 2020 to September 2021
- Chairman, Electricity Committee, Areja-Odomu Community, Owode-Ede. Osun
State. September 2022 to Sept 2023
- Vice-Chairman, Areja-Odomu Community, Owode-Ede. Osun State, September
2023 to date

H. REFEREES

1. Dr. Olowokere Johnson Kolawole
Associate Professor,
Department of Accounting,
Osun State University,
Osogbo.
08034924142
2. Mr Adewunmi Adenrele
Acting Director,
Directorate of Internal Audit,
Osun State University,
Osogbo.
08053339359
3. The Bursar,
Osun State University,
Osogbo.
Osun State
07034266664