CURRICULUM VITAE

A. GENERAL INFORMATION

1.	Name:	**Olumide Olanike IBILOYE**
2.	Date and Place of Birth:	May 31, 1976, Apomu
3.	State of Origin:	Osun State
4.	Local Government of Area:	Ede South
5.	Marital Status:	Married
6.	Name and Age of Children (If any):	1. Ibiloye Faith - (19 yrs) 2. Ibiloye Samuel - (17 yrs) 3. Ibiloye Oluwasegun - (14 yrs)
7.	Name and Relationship of Next of Kin With Telephone Number:	Mr. Ibiloye Olusegun Olaniyi (Husband) 08064791889
8.	Permanent Contact Address:	Sekinah Area, Olofa Estate, Osogbo, Osun State.
9.	Email Address:	olumide.ibiloye@uniosun.edu.ng
10.	Cell Phone Number:	08035678038
11.	College/ Faculty/ Unity:	Vice Chancellor's Office
12.	Department:	Registry
13.	Position on First Appointment with the University:	Typist II
14.	Present Position and Salary (grade level and step):	Principal Data Management Officer (CONUASS 9 Step 12)
15.	Date of Present Position (Promotion/ Regrading):	October 1, 2021
16.	Is your Appointment Confirmed ? Yes/No	Yes
17.	If No. Why Not ?	N/A
18.	Date of Confirmation of Appointment:	October 1, 2011

B. EDUCATIONAL BACKGROUND

1. Educational Institutions Attended with Dates):

i.	Osun State Polytechnic, Iree	-	2011 - 2014
ii.	Ladoke Akintola University of Technology, Ogbomoso	-	2013
iii.	The Polytechnic, Ibadan	-	2004 - 2007
iv.	Ladoke Akintola University of Technology, Ogbomoso	-	2006
v.	Urban Day Girl School, Ile-Ife	-	2003
vi.	Ogun State Polytechnic	-	2000
vii.	Ogun State Polytechnic	-	1998

2. Academic & Professional Qualifications with Dates/Issuing Authority:

i.	Higher National Diploma (HND) Lower Credit	-	2014
ii.	Certificate in Office Communication and Data Management Lower Credit	-	2013
iii.	National Diploma (ND) Lower Credit	-	2007
iv.	Certificate in Word Processing and Desktop Publishing Upper Credit	-	2006
v.	National Examinations Council (NECO)	-	2003
vi.	Open Grading Test (Typewriting 50 W.P.M)	-	2000
vii.	Open Grading Test (Typewriting 35 W.P.M)	-	1998

C. WORK EXPERIENCE OUTSIDE THE UNIVERSITY SYSTEM - NIL

D. WORK EXPERIENCE IN LAUTECH :

Ladoke Akintola University of Technology, Ogbomoso - Sept. 30, 1999 - March 31, 2021

i. Typist II attached to the Head, Department of Anatomy LAUTECH, Ogbomoso (1999 - 2002)

ii. Typist I Attached to the Head, Sport Unit, LAUTECH, Ogbomoso (2002 - 2005)

iii. Senior Typist II attached to the College Secretary, College of Health Sciences, LAUTECH, Isale Osun, Osogbo (2005 to 2007)

iv. Senior Typist I attached to the Provost, College of Health Science, LAUTECH, Isale Osun, Osogbo (2007 to 2012)

v. Chief Typist, attached to the Head, Bursary Department, College of Health Science, LAUTECH, Isale Osun, Osogbo (2012 to 2015)

vi. Chief Typist, Head, Department of Nursing LAUTECH, Isale Osun, Osogbo (2015 - 2017)

vii. Principal Data Management Officer, Head, Pharmacology & Therapeutic Department LAUTECH, Isale Osun, Osogbo (2017 – March 2021)

E. **WORK EXPERIENCE IN OSUN STATE UNIVERSITY** - April 2021- till date

DUTIES

i. Develop and implement policies for data quality

ii. Data Analysis and Reporting

iii. Lead the collection, analysis and dissemination of data to support decision-making processes

iv. Produce reports on VC official data performance and staff metrics

v Ensure proper handling and storage of research data in compliance with ethical and regulatory standards

vi. Collaborate with IT departments to develop, upgrade, and maintain data management systems

vii. Troubleshoot database issues and ensure system reliability

viii. Promote a culture of data-driven decision-making within the institution

F. **CO-CURRICULAR PROFESSIONAL EXPERIENCE**

i. Information and Management Technology Skill

ii. Managerial and Interpersonal Skill

G. **MEMBERSHIP OF PROFESSIONAL BODY:**

Association of Professional Secretarial Staff of Nigeria (APSSON)

H. **SERVICE TO THE UNIVERSITY** - NIL

I. **PUBLICATIONS:** - NIL

J. **CONFERENCES ATTENDED:**

i. Annual National Conference/Workshop Theme: Creating Enabling Climate for Thriving of Secretarial Profession in Nigeria held at Federal University Lokoja,

Main Auditorium, Adankolo Campus. Lokoja, Kogi State between 10th and 15th October, 2022

ii. In-house Training for all categories of Registry Staff: Theme of the Training: Registry: Nerve - Centre for System Development and Quality Management at Ladoke Akintola University of Technology, LAUTECH), Ogbomoso between 27th and 29th 2019.

iii ANUPA, LAUTECH Seminar: "Harmony and Team Work: A Factor for effective service delivery among Professional Administrators" Confidential Secretaries, Executive Officers, Data Management Officers and Typists held on 5th May, 2015.

SERVICE TO THE COMMUNITY : NIL

SERVICE TO THE NATION : NIL

SERVICE TO THE INTERNATIONAL COMMUNITY: NIL

K. **EXTRA-CURRICULAR ACTIVITIES:** Singing, Reading

L. **ANY OTHER RELEVANT INFORMATION:** NIL

M. **NAMES AND ADDRESSES OF THREE REFEREES:**

1. **Mr. A. A. Adewuyi**
Deputy Registrar, Admission
Osun State University,
Osogbo.
08035799424

2. **Mr. J. A. Agboola**
Former Registrar
Ladoke Akintola University of Technology,
Ogbomoso.
08034291286

3. **Rev. Olufemi O. Akano**
Minister- in- Charge
Dada Estate Baptist Church
Osogbo.
07063871028

..... 30/07/2024

SIGNATURE *DATE*