

CURRICULUM VITAE

NAME: **ADELANI, ADEBAYO**
DATE OF BIRTH: 15th JULY, 1974
PLACE OF BIRTH: ILARO
GENDER: MALE
NATIONALITY: NIGERIAN
MARITAL STATUS: MARRIED
NUMBER OF CHILDREN: FOUR (4)
AGES OF CHILDREN: 15, 12, 10 AND 3.
RELIGION: CHRISTIANITY
CONTACT ADDRESS: DEPARTMENT OF OFFICE
TECHNOLOGY AND MANAGEMENT,
FEDERAL POLYTECHNIC, ILARO.
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PRESENT POSITION: PRINCIPAL INSTRUCTOR II

INSTITUTIONS ATTENDED WITH DATES:

TAI SOLARIN UNIVERSITY OF EDUCATION	2015 - 2016
UNIVERSITY OF IBADAN	2007 - 2009
CROWN COMPUTER COLLEGE, ILARO	2001 - 2002
FEDERAL POLYTECHNIC, ILARO	1996 - 1998
FEDERAL POLYTECHNIC, ILARO	1992 - 1994
BAPTIST HIGH SCHOOL, ILARO	1984 - 1988
JEHOVAH JIREH AFRICAN CHURCH SCHOOL, ILARO	1979 - 1984

ACADEMIC QUALIFICATIONS WITH DATES:

MASTER IN BUSINESS EDUCATION (M.ED.)	2016
POST GRADUATE DIPLOMA IN EDUCATION (PGDE)	2009
NATIONAL YOUTH SERVICE CORPS	2000

CERTIFICATE IN COMPUTER STUDIES	2002
HIGHER NATIONAL DIPLOMA IN SECRETARIAL STUDIES	1998
NATIONAL DIPLOMA IN SECRETARIAL STUDIES	1994
WEST AFRICAN SCHOOL CERTIFICATE (WAEC)	1988
FIRST SCHOOL LEAVING CERTIFICATE	1984

MEMBERSHIP OF PROFESSIONAL BODY

MEMBER, ASSOCIATION OF BUSINESS EDUCATORS OF NIGERIA (ABEN), OGUN STATE CHAPTER

ADMINISTRATIVE EXPERIENCE

- ❖ Member, School of Communication and Information Technology 2019 National Conference Welfare Committee.
- ❖ Member, School of Communication and Information Technology Welfare Committee (January 2017 till date)
- ❖ Member, Time-Tabling Committee (2008 till date)
- ❖ Member, Committee On Entrepreneurship Development Examinations (2015 till date)
- ❖ Member, School of Applied Science Electoral Committee (2015 to January, 2017)
- ❖ Team Leader, WAEC Examiners (Office Practice) 2013 till date.
- ❖ Chairman, Departmental Orientation Planning Committee 2012 till date
- ❖ Member, School of Applied Science Annual Conference Planning Committee (2012)
- ❖ Staff Adviser, National Association of Office Technology and Management Students (NAOTAMS) (2010 till date)
- ❖ Departmental Sports Coordinator (2010 till date)
- ❖ Departmental SIWES Coordinator (2010 till date)
- ❖ Financial Secretary, Association of Business Educators of Nigeria, Ogun State Chapter. (2010 till date)
- ❖ Member, School of Applied Science Welfare Committee. (2012 to 2017)
- ❖ Departmental Secretary (2006 to 2011)

SERVICES OUTSIDE THE FEDERAL POLYTECHNIC, ILARO

- ❖ Secretarial Studies Department, Plateau State Polytechnic
Barkin Ladi, Plateau State.

- Post:** Higher Instructor Feb. - April, 2000
(Reason for Leaving: Constant Political/Religious Crisis)
- ❖ NYSC Program with Department of Secretarial Studies,
Plateau State Polytechnic, Barkin Ladi, Plateau State
Post: Academics Staff 1999 - 2000
 - ❖ VEEPEE Industries (Nig) Ltd. Sango Ota, Ogun State
Post: Assistant Secretary to the Marketing Manager 1994 – 1995

ACADEMIC PUBLICATION

Practical Manual on Keyboarding for Polytechnic Students

NATIONAL ASSIGNMENTS

- ❖ INEC Adhoc Staff (Collation Officer) 2019 General Elections
- ❖ Team Leader, WAEC Examiner (Office Practice) 2013 till Date

CONFERENCES ATTENDED WITH DATES

- ❖ 5th Annual Conference of Association of Business Educators of Nigeria (ABEN) held between Tuesday 20th – Friday 23rd September, 2016 at Ago-Iwoye, Ogun State.
- ❖ Globalisation: The Lessons Nigeria Can Learn From China's Success in the Global Market, held at Lagos State Polytechnic between Monday 23rd to Wednesday 25th May, 2016.
- ❖ Train-The-Trainers Workshop on the Teaching of Entrepreneurial Skills organised by Entrepreneurship Development Centre, The Federal Polytechnic, Ilaro. (25th February, 2015).
- ❖ Train-The-Trainers Workshop on the Teaching of Entrepreneurial skills organized by Entrepreneurship Development Center, The Federal Polytechnic, Ilaro. (Feb. 14th – 16th 2012) at NBTE/UNESCO Training Center.
- ❖ Fire Prevention/Fire Fighting: A one-day Workshop Organized by the Federal Polytechnic, Ilaro in Conjunction with Safety Consults, Held at the Multipurpose Hall, Federal Polytechnic (12th December, 2012).

- ❖ Advanced Digital Appreciation Program for Tertiary Institutions (ADAPTI) organized by NCC in Collaboration with Digital Bridge Institute held at NITEL Training Center, Oshodi, Lagos State between 1st and 5th August, 2011.
- ❖ A one-day Seminar on the Challenges of Cooperative Investments as a tool for Economic Development and Empowerment of Members (26th May, 2011)
- ❖ MDGs Workshop for Teachers on Writing Skills for Implementation of Revised NBTE Curriculum in Applied Sciences, Engineering and Management. (26th - 28th November, 2008).

CONFERENCE PAPERS

Adelani Adebayo and Dr. J.I. Orija: Office Technology and Management and Challenges of Higher Education. A paper presented at the 5th National Conference 2016 of Academic Staff Union of Polytechnics (ASUP) Ilaro Chapter held between Sunday 16th and Wednesday 19th October, 2016.

Adelani Adebayo and Dr. J.I. Orija: Entrepreneurship as a Strategy for Mass Employment in Nigeria. A paper presented at the Annual Conference of Association of Business Educators of Nigeria (ABEN) held between Tuesday 20th – Friday 23rd September, 2016 at Ago-Iwoye, Ogun State.

Adelani Adebayo and Dr. (Mrs) Iro-Idoro: Developing Entrepreneurship Culture Among Nigeria Youths: Panacea to unemployment. A paper presented at the Annual conference of Association of Business Educators of Nigeria, Ogun State Chapter held at TASUED, Ijagun, Ijebu Ode, Ogun State in November, 2012.

COMMUNITY SERVICE

- ❖ Vice Chairman Oke-Okuta Community Development Association, Ilaro. (2015 till date)
- ❖ Secretary, Building Committee of the Redeemed Christian Church of God, Breakthrough Parish, Surulere Ilaro. (2008 till date)
- ❖ Secretary, Electricity Committee, Oke-Okuta Community Development Association, Ilaro. (2007 till date)
- ❖ Secretary, Onsata Descendant Union, Ilaro. (2007 till date)

EXTRA CURRICULAR ACTIVITIES

READING AND TEACHING.

REFEREES:

Mr. Olugbemi O.S.
Dean School of Communication and Information Technology,
Federal Polytechnic,
Iloro.

Dr. Orija J.I.
HOD. Office Technology and Management Department,
Federal Polytechnic,
Iloro.

Mr. Adekunle Durowaiye,
Director, polyconsult,
Federal Polytechnic,
Iloro.