

CURRICULUM VITAE

NAME: JOLAADE, Isaac Akindele
PRESENT STATUS: Senior Lecturer
POSTAL ADDRESS: Department of Office Technology and Management, Federal Polytechnic, P.M.B 50, Ilaro, Ogun State
DATE OF BIRTH: 1st September, 1961
SEX: Male
NATIONALITY: Nigerian
RELIGION: Christianity
STATE OF ORIGIN: Ogun
LOCAL GOVERNMENT AREA: Yewa South
MARITAL STATUS: Married
NUMBER OF CHILDREN: Four
PERMANENT HOME ADDRESS: No 7, Fatai Ojelabi Street, Oke Okuta, Ilaro, Ogun State, Nigeria.
PHONE NUMBERS: 08062302713, 08029580853 & 08072121791
E-MAIL ADDRESS: isaacjolaade@gmail.com

INSTITUTION ATTENDED WITH DATES:

- | | | |
|----|--|----------------|
| 1. | Lead City University, Ibadan, Oyo State | 2018 till Date |
| 2. | Olabisi Onabanjo University, Ago-Iwoye | 2003-2006 |
| 3. | The Federal Polytechnic, Ilaro | 1990-1992 |
| 4. | The Federal Polytechnic, Ilaro | 1986-1988 |
| 5. | The Federal Polytechnic, Ilaro | 1983-1985 |
| 6. | Arch Bishop Aggey Memorial Secondary School, Mushin, Lagos | 1978 -1982 |

EDUCATIONAL QUALIFICATIONS

- | | | |
|----|--|---------|
| 1. | M.Sc. Business Administration (Office & Info. Mgt. Option) | In view |
| 2. | Master of Personnel Psychology (MPP) | 2006 |
| 3. | Higher National Diploma in Secretarial Studies | 1992 |
| 4. | National Diploma in Secretarial Studies | 1988 |
| 5. | Confidential Secretary IV Certificate | 1985 |
| 6. | General Certificate of Education | 1982 |

OTHER QUALIFICATIONS

- | | | |
|----|---|------|
| 1. | Pitman Advanced Typewriting Certificate 50 (wpm) | 1984 |
| 2. | Pitman Intermediate Typewriting Certificate 35(wpm) | 1980 |
| 3. | Pitman Elementary Typewriting Certificate 25 (wpm) | 1980 |

RESPONSIBILITIES WITHIN THE POLYTECHNIC

1. Ag. Head of Department, Office Technology and Management Department (20th - 26th November, 2018)
2. Internal Moderator, Office Technology Department, Federal Polytechnic, Ilaro (2nd Semester 2017/2018 to Date)
3. Member, Office Technology and Management Department Re-Accreditation Committee
4. Minutes of Meeting Vetting Officer
5. Member, School of Communications and Information Technology Investigation Committee on Compromise of Academic Standards in the Department of Mass Communication.
6. Rapporteur, School of Applied Science National Conference (7th – 8th May, 2013)
7. Project Co-ordinator, Department of Office Technology and Management
8. Co-ordinator, Association of Business Educators of Nigeria (ABEN, Ilaro Zone)
9. Rapporteur, School of Applied Science, First National Conference (October 2009)
10. Chairman, Federal Polytechnic Ilaro Poly Consult & Industrial Services Special Savings Fund (A Savings & Credit Society (SSF))
11. Co-ordinator, Fepil Water & Soap Factories
12. Member, Poly Consult Committee on Fepil Soap
13. Co-ordinator, Weekend Programme
14. Assistant Co-ordinator (Weekend Programme)
15. Programme Officer of Secretarial Studies Department on the Board of Weekend Programme
16. Member, Production of Examination Question Papers
17. Departmental Examination Officer (SS)
18. Assistant Examination Officer (SS)
19. Chairman, Panel IV, HND II Departmental Project Defence Committee
20. Member, Investigation Panel on Nass Account
21. Chairman, Departmental Committee on Development of Practical Manuals
22. Part-Time Teaching at the Polytechnic Staff College, Federal Polytechnic, Ilaro
23. Secretary, Departmental Meeting (Secretarial Studies Department) 1996
24. Secretary to the Rector December 1995
25. Converted to Higher Instructor July 1994

- | | |
|---|-------------|
| 26. Secretary to the Registrar | 1993 – 1994 |
| 27. Secretary to the Registrar | 1993 – 1994 |
| 28. Secretarial Assistant, Rector’s Office | 1983 - 1992 |
| 29. Typist II, Academic Division of the Registry Department | 1982 - 1983 |

PROFESSIONAL BODIES

1. Member, Association of Business Educators of Nigeria
2. Member, National Association of Secretarial Teachers of Nigeria

HONOURS

- 1987/88 Polytechnic Scholarship for Brilliant Academic Performance in National Diploma (Secretarial Studies)

SEMINARS/WORKSHOPS ATTENDED WITH DATES

1. A 1-day Seminar/Workshop on Cooperative Integration for Efficient Service Delivery: A Panacea to Promote Business Diversification; held at the International Conference Centre, Federal Polytechnic, Ilaro on Saturday 10th, November, 2018.
2. ODFL Train-the-Trainers Workshop on Open Distance and Flexible Learning; held at Hall 3, ICT Centre, West Campus, Federal Polytechnic Ilaro, Tuesday March 27th – Wednesday March 28th 2018.
3. A 1-day Training Workshop on Computer Desktop Publishing Packages: Corel Draw, Page Maker & Publisher, organised by the Association of Business Educators (ABEN) Ogun State Chapter, held at Office Technology and Management Department, Moshood Abiola Polytechnic, Abeokuta on 27th June, 2012.
4. A 1-day Training Workshop on Computer Software Packages: Microsoft Excel & Power Point, organised by the Association of Business Educators (ABEN) Ogun State Chapter, held at Office Technology and Management Department, Moshood Abiola Polytechnic, Abeokuta on 7th July, 2011.
5. 2nd Annual Retreat of the School of Applied Science for its Academic Staff on Tuesday, 14th December, 2010 at the Multipurpose Hall, Federal Polytechnic, Ilaro.
6. A 1-day Seminar on Improving Co-operative Performance in Ogun State; organised by Ogun State Co-operative Federation Limited, Yewa South Branch, at the Cathedral Hall, Ilaro Tuesday, 23rd November, 2010.
7. A 1-day Seminar on Co-operative Investment as a Catalyst to Personal Empowerment: organised by the Federal Polytechnic Ilaro, Staff Co-operative Investment and Credit Society Limited at the Multipurpose Hall, Monday 26th – Friday 30th October, 2009.

8. A 3-day MDG Workshop for Teachers on the Use of Computers, Information and Technological Equipment and Audio Visual Aids For Teaching the Curricula, organised by the Federal Polytechnic, Ilaro in Conjunction with Poly Consult and Industrial Service Limited, Thursday 20th to Saturday 22nd, November, 2008.
9. 1st Annual Retreat of School of Applied Science for its Academic Staff, Organised by School of Applied Science, Federal Polytechnic Ilaro, Thursday, 4th September, 2008.
10. Train-the-Trainers Initiative on Information and Communications Technology (A 5-day Workshop) for Professors and Lecturers in all the Tertiary Institutions in Nigeria (Adapt), 10th – 14th March, 2008 at Lagos State University, Ojo, Lagos.
11. A 3-day Workshop on Writing Skills for Journal Publication and Conference Paper Presentation, organised by the Federal Polytechnic Ilaro, in Conjunction with Poly Consult and Industrial Services Limited, 24th – 26th September, 2007.
12. Workshop on Efficient Management of Examination Records and other related Matters, FPI, 6th – 7th March, 1997.

RESEARCHES UNDERTAKEN

1. Employee Characteristics in Relation to Job Demand in Federal Polytechnic, Ilaro – MPP Dissertation, Olabisi Onabanjo University, Ago-Iwoye, 2006.
2. The Causes of Failure in National Secretarial Examination – HND Project, Federal Polytechnic, Ilaro, 1992.
3. Self Reliance in Secretarial Profession –ND Project, Federal Polytechnic, Ilaro, 1988.

PUBLICATIONS

(i) CONFERENCE PAPERS PRESENTED WITH DATES

- Orija, J. I. & **Jolaade, I. A. (2019)**. Knowledge Management Audit as A Strategy for Employees Innovation Towards Organisational Productivity. Paper Jointly presented at the International Inter-tertiary Multidisciplinary Conference on Technological Renaissance for Innovations and Productivity (TRIP), organized by Academic Staff Union of Polytechnics (ASUP), the Federal Polytechnic, Ilaro, Ogun State, between 9th and 11th June.
- Jolaade, I. A. (2019)**. Paper Presented at the First International Conference on Business and Governance organised by the Faculty of Management Sciences, University of Lagos, held Between 8th and 10th May.
- Orija, J. I. & **Jolaade, I. A. (2018)**. Office Technology and Management Skill Acquisition for National and Manpower Development. Paper Jointly Presented at the 14th National Conference of the Academic Staff Union of Polytechnics (ASUP) held at Yaba College of Technology, Lagos Between 26th And 29th November.

- Orija, J. I. & **Jolaade, I. A. (2018)**. Entrepreneurship Development as A Tool for Global Competitiveness. Paper Jointly Presented at the 1st International Conference on Knowledge and Technological Innovation for Global Competitiveness, Federal Polytechnic, Ilaro, Ogun State, held between 5th and 8th November.
- Jolaade, I. A. (2017)**. Records Management as Veritable Tool for Salvaging the Nigeria Economy From Recession; A Paper Presented at the National Conference on Science, Technology and Communication (SPASCIT 2017), the Federal Polytechnic, Ilaro, 4th – 7th December.
- Adebayo, F. A. & **Jolaade, I. A. (2013)**. Achieving the National Transformation Agenda Through Provision of Information Communication Technology (ICT) Environments in Nigerian Education System; A Paper Presented at the 2nd National Conference of School of Applied Science, Federal Polytechnic, Ilaro, 6th -9th May.
- Jolaade, I. A. & Adebayo, F. A. (2013)**. Achieving the National Transformation Agenda Through Good Curriculum Delivery In Tertiary Institution; A Paper Presented at the 2nd National Conference of School of Applied Science, the Federal Polytechnic, Ilaro, 6th – 9th May.
- Ogungbemi, O. S., **Jolaade, I. A. & Orija, J. I. (2012)**. Enhancing Skill Acquisition of Polytechnic OTM Students for Job Efficiency Towards Realization of Sustainable National Development and Transformation: A Paper Presented at the 2nd Annual National Conference of the Association of Business Educators of Nigeria (ABEN) Ogun State Chapter, held at Tai Solarin University of Education, Ijebu-Ode, Ogun State, 12th – 16th November.
- Jolaade, I. A., Iro-Idoro, C. B., Aladenusi, K. & Ajibare, O. (2011)**. Opportunities and Challenges of Acquiring Entrepreneurial Skills in Tertiary Institution, A Paper Presented at the 4th Annual National Conference of (ASUP, Ilaro), at the Federal Polytechnic Ilaro, 5th – 9th September.
- Jolaade, I. A. & Iro-Idoro, C. B. (2010)**. Strategizing for the Entrepreneurship Development: The Implications and Challenges on the Nigerian Polytechnics: A Paper Presented at the 22nd Annual National Conference of the Association of Business Educators of Nigeria (ABEN), held at Federal College of Education, Osiele – Abeokuta, Nigeria, Tuesday 12th Saturday 16th October.
- Iro-Idoro, C. B., Ayodele, K.A. & **Jolaade, I.A. (2009)**. Self-Concept Traits and Entrepreneurial Orientation as Predictors of Students Academic Performance: A Paper Presented at the 5th National Conference of Women in Technical Education and Employment (WITED) at Auchi Polytechnic, Auchi, Nigeria, Monday 2nd – Thursday 5th November.
- Jolaade, I. A., Iro-Idoro, C. B. & Mohammed, S. R. (2009)**. Secretarial Education: A Catalyst for Entrepreneurship Development, A Paper Presented at the 1st National Conference of School of Applied Science, Federal Polytechnic Ilaro, Multipurpose Hall, Monday 26th – Friday 30th October.
- Durowaiye, D. A. & **Jolaade, I. A. (2008)**. Critical Appraisal of Learning in Rural Environment (A Case Study of Ilaro Environs). A Paper Presented at the 1st Annual National

Conference of Association of Business Educators of Nigeria (ABEN), Ogun State Chapter, at Faculty Of Law Moot Court, Olabisi Onabanjo University, Ago-Iwoye, Nigeria, 11th – 13th August.

Jolaade, I. A., Adebayo, F. A., & Iro-Idoro, C. B. (2007). Implications of the Conversion of Polytechnic into the University Campuses on the Nigeria Educational System: Published in the Book of Readings, 2nd Annual National Conference, Federal Polytechnic Ilaro, 10th – 13th September.

Jolaade, I. A. (2007). Achieving Industrialization and National Development through Polytechnic Education in Nigeria Published in the Book of Readings, 2nd Annual ASUP National Conference, Federal Polytechnic Ilaro, 10th – 13th September.

Jolaade, I. A. (1999). The Next Millennium and Its Challenges to Secretarial Practitioners – Published in the Book of Readings, 1st National Conference on Development, Federal Polytechnic, Ilaro, 7th – 10th June.

(ii) PAPERS PUBLISHED IN LEARNED JOURNALS WITH DATES:

Orija, J. I. & **Jolaade, I. A. (2018).** Relevance of Office Technology and Management Skills Acquisition for National and Manpower Development. Nigerian Communication and Information Technology Journal, School of Communication and Information Technology, Federal Polytechnic, Ilaro, Nigeria. Vol. 1 No. 1

Olugbemi, O.S., Orija, J.I. & **Jolaade, I.A. (2014).** Enhancing Skill Acquisition of Polytechnic OTM Students for Job Efficiency towards the Realization of Sustainable National Development and Transformation. Published in Gateway Journal of Business Education (GAJBED), 3 (1), pp 124 – 135.

Iro-idoro, C.B., **Jolaade, I.A.,** Aladenusi, K. & Ajibare O. (2012). Prospects and Challenges of Entrepreneurial Skill Acquisition in the Tertiary Institutions: Published in Gateway Journal of Business Education (GAJBED), Vol.2, No .1, October 2012 by Association of Business Educators of Nigeria (ABEN) Ogun State Chapter, pp 52 -58.

Iro-idoro, C.B., Ayodele, K.A. & **Jolaade, I.A. (2010).** Self Concept Trait and Entrepreneurial Orientation as Predictors of Students Academic Performance: Published in the Journal of Women in Technical Education and Employment (JOWITED). Vol. 6, Nos. 3 & 4, November, pp 132 – 138.

Durowaiye, D.A. & **Jolaade, I.A. (2009).** Critical Appraisal of E-learning in Rural Environment (A Case Study) of Ilaro Environs: Published In Gateway Journal of Business Education (GAJBED), Vol.1, No.1, August 2009 by Association of Business Educators of Nigeria (ABEN), Ogun State Chapter, pp 73 – 82.

(iii) TEXTBOOKS

1. Jimoh, T.A., **Jolaade, I.A.**, Durowaiye, D.A. & Iro-Idoro, C.B. Ph.D, (2015). Fundamentals of People Communication Skill, 1st Edition, O'Basit Publication Series, Ilaro, Ogun State, Nigeria.
2. Ogungbemi, O.S., Durowaiye, D.A., Ogunyinka, B., J.I. Orija. **Jolaade, I.A.**, Enehizena, A. O., Adeyemi, O.A., Sodimu, E.O. & Bankole, E.O. (2012). Advanced Exercises in Typewriting, Revised Edition.
3. Ogungbemi, O.S., Durowaiye, D.A., Ogunyinka, B., J.I. Orija. **Jolaade, I.A.**, Enehizena, A. O., Adeyemi, O.A., Sodimu, E.O. & Bankole, E.O. (2012). Introduction to Typewriting, Revised Edition.
4. Ogungbemi, O.S., **Jolaade, I.A.**, Adebayo, F.A. & Iro-Idoro, C.B. (2007). Higher National Diploma Shorthand Practical Manual.
5. Ogungbemi, O.S., **Jolaade, I.A.**, Adebayo, F.A. & Iro-Idoro, C.B. (2007). National Diploma Shorthand Practical Manual.

AWARDS

1. Merit Award in Appreciation of Outstanding Contribution to the Growth and Development of the Fellowship (CACSA, FPI) as the Patron Emeritus, 10th June, 2017.
2. Merit Award in Recognition and Appreciation of Contribution Towards the Development of the Choir, Christ Apostolic Church Headquarters, Ilaro, 18th October, 2009.
3. Award of Excellence in Recognition of Contribution Towards Achieving Objectives in the Institution by PSS II Students, 2008/2009 Session, Department of Secretarial Studies, Federal Polytechnic, Ilaro; 7th July, 2009.
4. Appreciation Award in Recognition of Outstanding Contribution to the Progress and Development of Estimable Corporate Club, Department of Secretarial Studies, Federal Polytechnic, Ilaro, 2002.

COMMUNITY SERVICE

1. Secretary, Etihanlu Descendants, Olaokun Family, Ilaro.
2. Organist and Assistant Choirmaster, Christ Apostolic Church Headquarters, Akinniku, Ilaro.
3. Financial Secretary, Christ Apostolic Church Headquarters, Akinniku, Ilaro.
4. Member, The Gideons International.
5. Zonal Secretary, C. A. C. Students' Association, Ogun Zone.

6. Patron, C.A.C. Students' Association, Federal Polytechnic, Ilaro Chapter.
7. Patron, African Church Students' Fellowship, Federal Polytechnic, Ilaro Chapter.
8. Member, Ileba Community Development Association, Ilaro (2000 till Date).
9. Coordinator, Electricity Committee, Ileba Community Development Association, Ilaro (2000 till Date).

EXTRA CURRICULAR ACTIVITIES

Music and Keyboard Playing

REFEREES:

- ❖ Mr. O. S. Olugbemi,
Dean, School of Communication & Information Technology,
Federal Polytechnic,
P.M.B. 50,
Ilaro.

- ❖ Prof. Taiwo edun,
Former Dean, Faculty of Education,
Olabisi Onabanjo University,
Ago-Iwoye.

- ❖ Mr. D. A. Durowaiye,
The Director,
Poly Consult & Industrial Services,
The Federal Polytechnic,
Ilaro.