

Name: OGINI Olusola Odiato

Status: Assistant Lecturer

Abridged Profile:

An Assistant Lecturer with the Department of Home Science and Management, College of Food Science and Human Ecology, Federal University of Agriculture, Abeokuta, Ogun State, Nigeria. A first class graduate of BABCOCK University Ilisan, Ogun State, Nigeria, With a Master's Degree in Guidance and Counselling from the Olabisi Onabanjo University, Ago Iwoye, Ogun State and presently studying for my PhD in Counselling Psychology. I also hold a Higher National Diploma (HND) in Mass Communication from The Moshood Abiola Polytechnic, Abeokuta in Ogun State and a Postgraduate Diploma in Education (PGDE) from the University of Ibadan, Ibadan, Oyo state, Nigeria.

As a former astute administrator who rose through the ranks to the position of a Senior Assistant Registrar with the Federal University of Agriculture, Abeokuta, I Served in a number of university committees and as head of administration in several units attached to directorates in the university. Also I served as Acting Head of the University of Agriculture, Abeokuta, and Counselling Unit under the Student Affairs Division.

I have four publications in reputable local and international journals to my credit with a few others awaiting publication with research interest in using various therapies and Intervention for the prevention and management of young adults with substance use disorders and self-defeating behaviours. Also, recently, I participated in several workshops and conferences both locally and internationally.

I am an organized, hardworking, focused and efficient person with ability to communicate well with people at all levels. Also, I can work excellently using my own initiative which makes it easier for me to learn new skills and disseminate existing ones. I am a family person, happily married and blessed with wonderful children.

Official email address: oginioo@funaab.edu.ng

CURRICULUM VITAE

01. PERSONAL

(i) Name in Full:	OGINI, Olusola Odiato
(ii) Date of Birth:	October 26, 1974
(iii) Place of Birth:	Lagos State
(iv) Age:	46 Years
(v) Sex:	Male
(vi) Marital Status:	Married
(vii) Nationality:	Nigerian
(viii) Town and State of Origin:	Odual/ Rivers State
(ix) Contact Address:	Home Science and Management Department, FUNAAB
(x) Phone Number:	+2348032169366
(xi) E-mail Address:	oginioo@funaab.edu.ng
(xii) Present Post and Salary:	Assistant Lecturer/ CONTISS 11 Step 7
(xii) Post on Promotion:	Lecturer II

02. EDUCATIONAL BACKGROUND

(i) Educational Institutions Attended

Tai-Solarin University of Education, Ijagun, Ogun state	2019- Date
BABCOCK University, Ilishan, Ogun State, Nigeria	2014-2016
Olabisi Onabanjo University, Ago-Iwoye, Ogun State	2009-2012
University of Ibadan, Ibadan, Oyo State	2006-2008
Moshood Abiola Polytechnic, Abeokuta, Ogun State	1996- 2004
Government Secondary School, Emelego, Odual, Rivers State	1988- 1993
Army Children School, GRA, Port- Harcourt,	1980-1986

(ii) Academic and Professional Qualifications

PhD Counselling Psychology (in-view)	2019- Date
M. Ed Guidance and Counselling	2012
B.Sc. (Ed.) Guidance and Counselling	2016

Postgraduate Diploma in Education	2008
Higher National Diploma	2004
National Diploma	1999
Senior Secondary School Certificate	1995
First School Leaving Certificate	1986

(iii) Prizes, Honours, Scholarship, National and International Recognition –

Honored as first class graduate at BABCOCK University, Illisan Remo, Ogun State during the 2016 convocation ceremony.

03. WORK EXPERIENCE

Office Assistant, Vice Chancellor’s Office, Federal University of Agriculture, Abeokuta- July 3, 2000-September 2, 2002

Main duties

- Received, recorded and dispatched official mails.
- Filled and retrieved official documents.
- Ran errands for the Vice Chancellor and other superior officers.

- **Assistant Executive Officer, Administrative, Technical and Junior Staff Personnel, Federal University of Agriculture, Abeokuta -September 2, 2002-October 31, 2005**

Main duties

- Filled and retrieved official documents.
- Processed annual, maternity and casual leaves for non-teaching staff of the University.
- Documented all Senior and junior non-teaching staff on assumption of duty.
- Processed and issued staff identity cards to newly employed members of staff assuming duties.
- Kept and updated the University’s staff list.
- Documented and issued clearance to NYSC members on arrival from orientation camp.
- Collated folders for job interviews, promotion assessment panels and registry review meetings.
- Operated the official photocopying machine.
- In – attendance, at promotion assessment panels, registry review meetings and staff interviews.

Executive Officer, Deputy Vice Chancellor’s Office, Federal University of Agriculture, Abeokuta. November 1, 2005- June 17, 2002

Main duties

- Served as Administrative Secretary to various committees in the University as assigned to me by the Administrative Officer (DVC Office).
- Processed weekly allocation of fuel coupon (Diesel) for the DVC official generating set.
- Supervised subordinates in the DVC's office.
- Assisted in the day to day running of the office.
- Carried out duties assigned to me by the DVC.

Executive Officer, Academic Planning Unit, Federal University of Agriculture,

Abeokuta. June 18 2007-October 28, 2007

Main duties

- Supervised the filling and retrieval of official documents.
- Kept and updated personnel records of staff profiles in unit.
- Operated the unit's photocopying machine.
- Took stock of newly acquired items and equipment in the unit and recording them in the unit's asset register.

Higher Executive Officer, Exams & Records Unit, Federal University of Agriculture,

Abeokuta. October 29, 2007- June 30, 2011

Main duties

- Schedule officer, College of Agricultural Management and Rural Development (COLAMRUD)
- Documented newly admitted students into the University.
- Prepared undergraduate academic transcript for endorsement by the Head of Department.
- Prepared statement of results for endorsement by Head of Department.
- Confirmed students' degree results and certificates as requested by their employees.
- Prepared final year students graduating list for COLAMRUD.

- **Senior Executive Officer, Institute of Food Security Environmental Resources and Agricultural Research, Federal University of Agriculture, Abeokuta July 1, 2011-Jan.11, 2013**

Main duties

Assisted the Institute Secretary in the following Activities;

- Secretary, IFSERAR Transport Committee.
- Secretary, Committee on areas of overlap in the mandates of IFSERAR and Directorate of Grants Management.
- Secretary, kalahari Red Goat Management Project Team.
- Secretary, VEGEFRESH/FUNAAB collaborative activities on integrated tomato development programme.

- Secretary, collaboration of the Directorate of Technologist (DITECS) with IFSERAR on state of laboratory equipment in the university.
- Member, Local organizing committee (LOC), 1st international conference on Giant African Land Snails held at the Federal University of Agriculture, Abeokuta, Ogun State, Nigeria.
- Member and part of secretariat, IFSERAR, Monthly programme Leaders' and Staff performance review meetings.
- In attendance, meetings of Friesland CapinaWamco Nig. Plc. And IFSERAR representatives.
- Co-ordinated and followed-up requests, purchases and utilization of fuel (PMS) for IFSERAR's generating set.
- Prepared correspondences and official memos on behalf of the Institute's Secretary.
- Follow-up at works and services department, Job requests on equipment and installations needing servicing and repairs.
- Administrator of the Institute's e-mails.

Senior Executive Officer, College of Agricultural Management & Rural Development, Federal University of Agriculture, Abeokuta, Jan 14, 2013-March 28, 2013

Main duties

- Provided administrative support to the Dean of COLAMRUD.
- Assisted the College Officer in processing of agenda papers for meetings of College Post-graduate Committee.
- Processed College recommendations for Senate's consideration.
- Secretary, Conference on Sub-committee, FUNNAB 25th Anniversary College Planning Committee.

Desk Officer, National Health Insurance Scheme, University Health Services, Federal University of Agriculture, Abeokuta, April 2, 2013- October 31, 2014

Main duties

- Registered new NHIS enrollees.
- Updated the record of new and old NHIS enrollees.
- Recorded encounter forms for NHIS enrollees.
- Liaised with Health Maintenance Organizations (HMO).
- Issued NHIS identity cards to enrollees.
- Updated attendance records of NHIS enrollees daily.

Principal Executive Officer, Centre for Internalization and Partnerships, Federal University of Agriculture, Abeokuta, November 3, 2014 – January 27, 2017

Main duties

- Facilitated training and capacity building of FUNAAB staff.
- Rendered essential administrative support to the Director, CENIP.

- Supervised the office filling system.
- Supervised subordinate staff under my care at the unit.

Assistant Registrar, Examinations & Records Unit, Federal University of Agriculture, Abeokuta January 30 2017- April 12, 2017

Main duties

- Documented newly admitted students.
- Prepared undergraduate transcript, statement of results and confirmed students results and certificates for their employees.
- Supervised my subordinates.

Assistant Registrar and Acting Head of Counselling Unit, Federal University of Agriculture, Abeokuta April 13, 2017- December 31, 2020

Main duties

- Exercised leadership over all staff of the unit.
- Evaluated and implemented new counselling programs.
- Organized the 2017/2018 fresh students' orientation program.
- Provided daily confidential counselling intervention to FUNAAB staff and students.
- Provided referral services and follow up for students undergoing psychological challenges.
- Organized interactive sessions with lecturers and students to develop a better strategy of assisting students with various challenges.

Senior Assistant Registrar, Counselling Unit, Federal University of Agriculture, Abeokuta January 1, 2021 – May 31st, 2021

Main duties

- Exercised leadership over my subordinate.
- participated in the evaluation and implementation of new counselling programs.
- participated in the Organization of fresh students' orientation programs.
- Provided daily confidential counselling intervention for staff and students.
- Provided referral services and follow up for students with psychological challenges.
- Organized interactive sessions with lecturers and students to develop better strategy of assisting students with challenges.
- Clearance Officer, all final year graduating students seeking clearance from the Student Affairs Division.

04. SPECIAL ASSIGNMENTS/COMMUNITY SERVICE

- Participation in the FUNAAB exhibition at the 23rd, 24th and 25th Convocation Ceremonies, October 2017.
- Interactive session with prospective students' parent during post UTME 2017 and 2018.
- Member, Student Disciplinary Committee- April 2018 to May 6, 2019.
- Member, Student Welfare and Hostel Management Committee April 2018 – May 6, 2019.
- Secretary, Investigation Panels on allegation of failure to process transactions on GIFMIS/REMITA platforms/absence from duty without permission.
- Public Relation Officer, Association of Professional Counsellors in Nigeria (Ogun state chapter) March 2018 to date.
- Patron, Green House, Federal University of Agriculture, Abeokuta Staff School. 2017
- Secretary, Federal University of Agriculture, Abeokuta Cooperative and Multipurpose Society (FUNAAB CMS) 2006-2018.
- Chairman, Redeemers Men Fellowship (RCCG) Christ Embassy Zonal Parish, Obantoko, Abeokuta 2013 to 2016.
- Worker, the Redeemed Christian Church of God, Christ Embassy provincial headquarters, Ogun province 26 – January 2017 to date.

- Member, church building committee the Redeemed Christian Church of God, Christ Embassy provincial headquarters, Ogun province 26, Obantoko – January 2011 to date

- Member, Federal University of Agriculture, Abeokuta Staff School Board. 2013/2014 academic session.

- Member, committee on proposed unified counselling curriculum for Ogun State secondary schools. July, 2021.

05. TRAINING PROGRAMME(S) ATTENDED -with date(s)

- Advanced Digital Appreciation Programme for Tertiary Institutions (ADAPTI) - August 14 – 18, 2017.
- Association of Professional Counsellors in Nigeria International Conference held at Professor Jelili Omotola hall, University of Lagos, Nigeria. - August 21 – 25 2017.
- Leadership Enhancement Skills for Administrative Executives and Human Resources Managers held at number 1, Salway Road, Stratford, London, E15 1NF, United Kingdom. - November 13 and 14, 2017.
- Association of Professional Counsellors in Nigeria International Conference held at Cultural Centre, Abeokuta, Ogun State, Nigeria. - July 31- August 4, 2018.

- Universal Treatment Course 1 and 2 for Substance Use Disorder Professionals, Federal Neuro-Psychiatric Hospital, Yaba, Lagos. - 25th March to 2nd April, 2019.
- Universal Treatment Course 3 and 4 for Substance Use Disorder Professionals, Federal Neuro-Psychiatric Hospital, Yaba, Lagos. September, 2019.
- Universal Treatment Course 5, 6 and 7 for Substance Use Disorder Professionals, Federal Neuro-Psychiatric Hospital, Yaba, Lagos. March, 2020.
- Association of Professional Counsellors in Nigeria International Conference (Virtual). 1st- 4th December, 2020.
- Academic retreat on university ethics, pedagogy and examination matters – 21st -23rd June, 2021

06. COMMENDATION - Nil

07. MEMBERSHIP OF PROFESSIONAL BODIES

- a. Member, Association of Nigeria University Professional Administrators (ANUPA)
- b. Member, Association of Professional Counsellors in Nigeria (APROCON)

08. RESEARCH INTEREST OR COMMISSIONED PROJECTS –

Using various therapies and Intervention for the preventing and management of young adults with substance use disorders and self-defeating behaviours.

09. UNIVERSITY EXTENSION ACTIVITIES: Nil

10. Other activities within the University system: - Nil

11. PUBLICATIONS

Ogini, O.O., Ofodile M.C. (2014) Social Adjustment, Academic Motivation and Self -Concept differentials between Residential Senior Secondary School Students in Abeokuta Metropolis, Ogun state, Nigeria. *Direct Research Journal of Social Science and Educational Studies* 1(1): 1-6.

Ogini O.O., Ofodile M.C., Odusanmi D.O., Taiwo A. M. (2015) Awareness and Response to Human Immunodeficiency Virus/ Acquired Immune Deficiency Syndrome (HIV/AIDS) among University Students in Abeokuta, Nigeria. *Public Health Research* 5(6): 192-197.

Ofodile M.C., **Ogini, O.O.** (2016) Emotional Intelligence and Self- Efficacy as Correlates of Academic Performance of Secondary School Students in Ibadan North Local Government Area of Oyo State. *BUJED BABCOCK University Journal of Education* 2(1) a journal published by BABCOCK University Faculty of Education and Humanities.

Modesta C. Ofodile, **Odiato O.O.**, Adenuga A.A., Edun T (2019) Goal setting techniques and performance of Senior Secondary School Students in Ogun State, Nigeria. *Ibadan Journal of*

Educational Studies 16 (1&2): 73-82. A journal published by the Faculty of Education, University of Ibadan, Ibadan, Oyo State.

12. MAJOR CONFERENCES ATTENDED WITH PAPERS READ - Nil

13. INFORMATION ON FELLOWSHIP, MASTER'S PROJECTS AND PH.D. THESIS SUPERVISED: Nil

14. EXTRA CURRICULA ACTIVITIES

Reading, Writing, Listening to music and resolving challenges.

15. REFEREES

Professor C.I. Sodiya,
Department of Agricultural Extension and Rural Development,
Federal University of Agriculture, Abeokuta.

Professor T. Eni-Olurunda,
Department of Home Science and Management,
College of Food Science and Human Ecology,
Federal University of Agriculture, Abeokuta.

DR. A.A. Badejo,
Department of Civil Engineering,
Federal University of Agriculture, Abeokuta.

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Signature

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Date

