

CURRICULUM VITAE

# ADEKOYA, EZEKIEL AYODEJI

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## PERSONAL DATA

Gender: Male:  
Date of Birth: 23<sup>rd</sup> May, 1987.  
Nationality: Nigerian  
State of Origin: Ogun  
Home Town: Ago-Iwoye  
Local Government: Ijebu-North  
Marital Status: Single  
Contact Address: 4, Ogunyase street, Agbowo, Ibadan, Oyo State.  
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## EDUCATIONAL QUALIFICATIONS

DEGREE	YEAR OF GRADUATION	INSTITUTION
M.Ed. Science Education	2018	University of Ibadan, Oyo State.
B.Ed. Biology Second Class Upper Division	2010	University of Ibadan, Oyo State.
Senior School Leaving Certificate	2003	Stars International College, Ikorodu, Lagos State.
Primary Education	1997	Oluseun Nursery & Primary School, Gbagada, Lagos State.

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## PROFESSIONAL QUALIFICATIONS

**Diploma in Computer Science and Engineering** (June, 2003 – November, 2003)

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## WORK EXPERIENCE

**DECENT COMPREHENSIVE COLLEGE** – Radio, Ikorodu, Lagos State.

**Teacher** (August, 2015 – July, 2016)

### Responsibilities:

- ✚ Preparation of lesson notes for Junior and Secondary Classes
- ✚ Taught the students curriculum topics relevant to their future careers
- ✚ Conducted Practicals and Projects related to the scheme of work

### Achievements:

- ✚ Monitored and successfully executed all Science Laboratory Projects and Practicals
- ✚ Successfully conducted seminars/career talks at both Senior and Junior secondary levels
- ✚ Satisfactorily performed other duties assigned from time to time.

**GREATER TOMORROW SCHOOLS – Abule-Ijoko, Sango, Ogun State.**

**Teacher/Administrative Assistant, NYSC**

**(March, 2013 – February, 2014)**

**Responsibilities:**

- ✚ Preparation of lesson notes for Junior and Secondary Classes
- ✚ Assisted in typing and printing of office memos and examination questions
- ✚ Taught the students curriculum topics relevant to their future careers

**Achievements:**

- ✚ Monitored 70% of all Science Laboratory activities
- ✚ Successfully conducted seminars/career talks at both Senior and Junior secondary levels
- ✚ Covered 100% of the syllabus assigned for each class in the space of one academic year

**INTERCONTINENTAL LIFE ASSURANCE**

Opp. Mobil, Beside Tantalizers, Ring Road, Ibadan, Oyo State.

**Secretary**

**(May, 2011 – May, 2012)**

**Responsibilities:**

- ✚ Prepared weekly, monthly and quarterly reports to team Leader
- ✚ Prepared and compiled memos on branch office activities and Report writing
- ✚ Enlightened prospective clients on the organization's insurance policies and packages
- ✚ Prepared commission statements for Financial Advisors using Word processing packages and Spreadsheet applications

**Achievements:**

- ✚ Facilitated proper handling and reporting of all cases of clients' queries and complaints
- ✚ Instrumental in achieving 100% of branch office monthly premium target
- ✚ Developed new businesses/markets for the company's products and services.
- ✚ Assisted in reviving over 80% of lapsed customer policies
- ✚ Developed new database for clients' personal data, premium and transaction logs

**SCHOOL OF HEALTH TECHNOLOGY – Bolorunduro, Ilesa, Osun State.**

**Assistant Lecturer – Industrial Training**

**(January, 2010 – March, 2010)**

**Responsibilities:**

- ✚ Prepared lesson notes for all assigned courses
- ✚ Taught basic curriculum topics relevant to students' future careers
- ✚ Performed other duties that was assigned from time to time

**Achievements:**

- ✚ Successfully conducted training seminars on health and the society for all participants

**OLADIMEJI INTERNATIONAL SCHOOL – Opp. NTA, Ile-Ife, Osun State.**

**Teacher/Administrative Assistant – Teaching Practice**

**(August, 2008 – October, 2008)**

**Responsibilities:**

- ✚ Prepared lesson notes for all assigned courses
- ✚ Taught basic curriculum topics relevant to students' future careers

**Achievements:**

- ✚ Conducted training seminars on career choices at all Senior Secondary levels
- ✚ Assisted in supervising over 50% of all prep activities
- ✚ Satisfactorily performed other duties assigned from time to time.

**ULTRA BRAINS INSTITUTE OF INFORMATION TECHNOLOGY**

Opp. Women Hostel, Mayfair roundabout, Ile-Ife, Osun State.

**Manager & Administrator**

**(March, 2006 – November, 2008)**

**Responsibilities:**

- ✚ Prepared and audited the financial records of the branch office
- ✚ General handling of office data and computer work
- ✚ Compiled and screened trainees' personal data and examination grades
- ✚ Conducted repairs on damaged or faulty computer systems

**Achievements:**

- ✚ Exposed 90% of trainees to basic computer skills acquisition
- ✚ Successfully solved all users' PC problems in using application software
- ✚ Prepared and delivered comprehensive report on branch office activities
- ✚ Reduced costs and financial burden on branch office by up to 20%
- ✚ Massive boost of computer literacy by up to 70% in statistical records

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**RESEARCH JOURNAL AND PROJECTS**

- ✚ Factors affecting students' attitude to biology in senior secondary schools, Ilesa, Osun State.
- ✚ Student Learning Difficulties and the Teacher Approach in Science Teaching: A Case Study of Selected Secondary Schools in Ibadan Metropolis.
- ✚ Availability and Utilization of Instructional Materials as Determinants of Students Learning Outcomes in Biology in Ibadan Metropolis, Oyo State, Nigeria.

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**ASSOCIATION**

Member,

**Science Teachers Association of Nigeria (STAN)**

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**VOLUNTEER WORK**

**NYSC Community Development Service Unit Treasurer** (October, 2013 – January, 2014)

**Responsibilities:**

- ✚ Ensured availability of funds for execution of CDS programs and projects
- ✚ Collaborated with the Corpsers Liaison Officer in getting sponsors for CDS projects
- ✚ Prepared financial reports on Income and Expenditure accounts of the CDS unit

**Achievements:**

- ✚ Successfully executed over 90% of proposed community projects

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## **TRAINING / SEMINARS FACILITATED**

- ✚ NYSC/ Millennium Development Goals (MDGs) family and community life re-orientation training at NYSC Camp, Ikenne, Ogun State (2013).
- ✚ HIV awareness and prevention at NYSC Camp, Ikenne, Ogun State (2013).

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## **SKILLS / PERSONAL ATTRIBUTES**

- ✚ Detail Oriented
- ✚ High Professional Drive
- ✚ Excellent Team Player
- ✚ Good Interpersonal Management Skills (ability to work well with people from diverse cultures and background)
- ✚ Good Written and Verbal Communication Skills
- ✚ Good Problem Solving & Organizational Skills
- ✚ Quality, Efficient and Result – Oriented
- ✚ Ability to work efficiently and safely under little or no supervision.
- ✚ Ability to work under pressure and also a fast learner

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## **COMPUTER PROFICIENCY**

- ✚ Proficient in the use of Microsoft Word, Microsoft Excel, Power Point Presentation and Internet applications.

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## **HOBBIES**

- ✚ Reading, Creative Thinking and Writing.
- ✚ Researching
- ✚ Travelling
- ✚ Driving

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## **REFERENCES**

- ✚ Prof. (Mrs.) Olagunju Alice Morenike  
Teacher Education Department,  
University of Ibadan, Ibadan, Nigeria.  
Tel.: 08023367591, 09032366289.
- ✚ Engr. Fateru O. O.  
MD/CEO,  
Decent Comprehensive College,  
Ikorodu, Lagos.  
Tel.: 08023219011, 08158192208.
- ✚ Mr. Olajide H. Bolaji  
Branch Manager,  
Intercontinental WAPIC Insurance,  
Mobil, Ring Road, Ibadan.  
Tel.: 08056141219.