

ATOLAGBE, MIKAIL BABATUNDE

Mobile +2348023997688, +2348098239976, +2348117761666

E-mail: mikailatoll@gmail.com

Date of Birth: 6th August, 1967. **Status:** Married

EDUCATION:

- PGDE. (2018) Post Graduate Diploma in Education, Al-Hikmah University, Ilorin, Kwara State.
- M.Sc. (2015) Peace Studies and Conflict Resolution, National Open University of Nigeria, Nigeria.
- B.Sc. (1992) International Relations, Obafemi Awolowo University, Ile Ife, Osun State, Nigeria.
- I.J.M.B. (1989) A' Level, Kwara State Polytechnics, Ilorin, Kwara state, Nigeria. (A' Level.) Distinction in Economics, Literature in English and Government.
- G. C. E. (1984) O' Level, Baptist Grammar School, Kwara State, Nigeria.
- Diploma in Data Processing,(1998) Impexx Computer, Cert. in Computer Maintenance & Repair, Lagos, Nigeria.

WORK ACHIEVEMENT:

- Diligent and Reliability Award (1993) - Taraba State Government House, Taraba State, Nigeria.
- Three (3) consecutive Awards, MTN Best Supportive and Sales Company for the Northern Zone 2001, 2002 and 2003. Al Miftah Telecommunications Limited. Lagos.
- Company Representative at the SURE-P (Fed. Min. of Finance) Training and Workshop.

MEMBERSHIP OF PROFESSIONAL BODY:

- Member, Association of Nigerian University Professional Administrators (ANUPA)
- Member, Teachers Registration Council of Nigeria (TRCN).

WORK EXPERIENCE:

E-Registry (Asst. Registrar): (Dec. 2011- to date) Al-Hikmah University, Ilorin, Kwara State, Nigeria.

- Team-up in the realization of the goals and objectives of establishing a first class institution of learning; Process all related documents towards the effective running of academics and staff welfare.
- E-Registry (Officer in Charge) Electronic-Registration, staff records update and evaluation officer and other employees of the Institution.
- Desk Officer, Health Maintenance Organization (ProHealth Limited, Abuja). Registration of staff, Record – Keeping Officer, Liaison Officer between staff and Health Care Providers (HCPs).
- Ethical Officer; ensuring compliance by both staff and students, in line with Islamic ethics, best practices and International standard.
- Fuel Procurement Officer, dispensing and accounting on Fuel for the Institution's vehicles and Generators.

Retail Network Supervisor (Manager): (June 2008 - Dec.2009) Vios Energy Solutions (Smartgas; gas bottling, refilling and dispensing company) D98 Landbridge Avenue, Millennium Estates, Lekki, Lagos State, Nigeria.

- Overseeing the activities of the various SMARTSHOPS in the designated locations; Meeting target of 100 cages planted within a specified time and designated locations; Manager of accounts, personnel and stocks; Managing day to day operations – personnel, sales, stocks (Smartsports and Leverage Outlet Partners - LOPs); Reporting and addressing comments / challenges from signage and dealers.

Public Relations Manager (Dec.2006 - May 2007) Moulders: NGO on Education and Educators, Lagos state, Nigeria.

- Publicity and Enlightenment: Formulate strategies for publishing projects to enhance enlightenment and mobilise the communities; Formulating strategies for researching, recording and reporting the research project in all Local Government Areas in the state; Other oversight duties that related to improving attained level of the set goals and objectives.

Business Development Manager / Company Representative (Jan.1998-Dec.2002) Al- Miftah Telecommunication Limited / Uptimal Resources Development Company Limited, 19, Saka Tinubu Street, Victoria Island Lagos, Nigeria.

- Joint Venture (JV) / Merger option manager
Managing day to day operations- personnel, sales and stocks.
Reporting and addressing comments from JV.
Coordinating various inter-disciplinary meetings to harmonize issues.
Attracting and retaining viable business options

Personal Assistant (June1996 – Jan 1998) Mrs. Lateefa Okunnu (Ex Deputy Governor of Lagos State) Lagos State, Nigeria.

- Present and represent Mrs. Okunnu’s position on issues.
Process registration and registrant to MULAC – an NGO on Transparency and Accountability

Information Officer (Feb.1996 - June 1996) German Cultural Centre (Goethe Institut), Lagos, Nigeria.

- Spontaneous update / review of existing database of correspondence.
Admissions, enrolments and disseminate Information on the activities of the Institute.

Teaching (Jan.1993 - Feb.1996) Crescent School, Victoria Island, Lagos State, Nigeria.

- Molding the child –“as the father of the man” –W. Shakespeare
Creating an enabling environment for the safe development of the child.
Working with the curriculum to bring out the best and maximise the talent in the child.

Public Relation Officer (Dec.1992 - Sept.1993) State Commission for Women, Government House, Taraba State, Nigeria.

- Set-up an Information Centre for the Commission.
Prepare speeches for the Chairperson- wife of the State Governor.
Coordinate the media for coverage of the Commission’s activities.

REFERENCES:

1. **Professor Mohammed-Taofeek O. Ibrahim (MBBS),**
Vice-Chancellor,
Al-Hikmah University,
Ilorin, Kwara State,
Nigeria.
2. **HRH. Alh. Yakub Babalola**
Elesie of Esieland,
Esie, (Palace)
Kwara State,
Nigeria.
3. **Professor Ahmadu Sessay,**
Centre for Peace Studies,
University of Ilorin,
Kwara State,
Nigeria