

DEDICATION

It is dedicated to Almighty Allah, the giver and taker of wisdom, knowledge and understanding. And Also to my inestimable parents, **MR. AND MRS. QUADRI** who happens to be the instrumental of my education, and for their counselling, patience and encouragement given to me.

ACKNOWLEDGEMENT

All thanks to Allah for making this SIWES a reality. My profound gratitude goes to the Head, Department Business Administration (**Dr Abdulsalam**), Kwara State Polytechnic, Ilorin, Kwara State for his word of advice.

I wish to express my sincere appreciation to some of my lecturers, ***** and many tom mention but few, for the great wisdom and knowledge impacted in me.

I also used this medium to appreciate the support of my parents, **MR. AND MRS. QUADRI** for their physical, moral, spiritual and financial supports that was given to me during the course of my SIWES programme.

My appreciation will not be completed if I fail to appreciate my SIWES coordinator and other staff at MOVIC COMPANY

ABSTRACT

This report gives the account of the training I undergone at Movic Company, No 1 new road Jebba Ilorin Kwara State, Nigeria. It includes all the experience I acquired during the course of my SIWES at Charcoal business export and import management

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CHAPTER ONE

INTRODUCTION

Students Industrial Work Experience Scheme (SIWES) is a very big aid and a stepping stone to life after school. It is an opportunity given to students to put into practice most of the things that were taught as theory by lecturers in the Institution.

Broadcasting Station like Special Broadcasting Service (S.B.S) 96.9 F.M has been a great aid to this programme because it gives more enlightenment on what journalism and mass communication is all about. As a result of this, SIWES gives students more orientation and exposure to students in their course of training.

MEANING OF SIWES

Students Industrial Work Experience Scheme (SIWES) is the accepted skills training programme, which forms part of the approved minimum academic standards in the various degree programmes for all the Nigerian Universities. It is provided to bridge the gap that exists between the theory and practical.

It is aimed that exposing students to machines and equipment, professional work methods and way of safeguarding the work areas and workers in industries and other organizations.

OBJECTIVE OF SIWES

- To prepare students for the work situations they are likely to meet after graduation
- To provide an avenue for students in the Nigerian Institution to acquire industrial skills and experience in their course of study
- To strengthen employer's involvement in the entire educational process of preparing institution graduates for employment in industry

- To provide students with an opportunity to apply their theoretical knowledge in real work situation, thereby bringing the gap between institution work and actual practice.
- To expose students to work methods and techniques in handling equipments and machinery that they may not available in universities.

HISTORY OF SIWES IN NIGERIA

In the earlier stage of science and technology education in Nigeria, students were graduating from their respective institution without any technical knowledge or working experience. It was in this view that students undergoing science and technology related courses were mandated for students in different institution in the view of widening their horizons so as to enable them have technical knowledge or working experience before graduating from their various institutions. The Students Industrial Training Funds (ITF) 1973 to enable students of tertiary institutions have basic knowledge of industrial works base on their course of study before the completion of their program in their respective institutions. The scheme was designed to expose the students to industrial environment and enable them develop occupational competencies so that they can readily contribute their quota to National economic and technological development after graduation.

The major background behind the embankment of students in SIWES was to expose them into industrial environment and enable them develop occupational competencies so that they can readily contribute their quota to national economical and technological development after graduation. The major benefit acquiring to students who participate consistently in SIWES are skills and competencies they acquired.

The relevant production skill remain the part of the recipients of industrial training as long as assets which cannot be taken away from them. This is because the knowledge and skills acquired through training are internalized and become relevant when required to perform jobs or functions.

CHAPTER TWO

OVERVIEW OF THE ORGANIZATION

Offering a cheap accommodation for guests on a budget, Movic Company at No 1 new jebba road Ilorin Kwara state. The charcoal business are categorized into Different type E.g fingers, Acacia,B.B.Q, Ayin. They are using all the setups of charcoal in more different countries e.g dubai , Saudi Arabian and Turkey. How they are shipping out to other countries.

Mood shipping or method of shipping charcoal to another countries after loading all the goods leading to lagos sport and in the company i am doing my siwes they are using four different shipping method line which are on ocean, C.M.A,LOG, T.S.L NETWORK moreover, the method of selling charcoal can damage in price because of weather and season is expensive than other season and it can change in price because of more demand by declaring the short or by transport

DESCRIPTION OF WORK DONE

During my training program, the first week of resumption, I was shown all the departments in the organization through which I was attached into one of the department I was oriented on how to make good relationship with customers as far as charcoal work is concern. Normal meeting time starts in the morning at 8:00am to 8:30am which lasts for thirty minutes in which I was punctual throughout.

CHAPTER THREE

VARIOUS DEPARTMENTS AT THE NIGERIAN CHARCOAL COMPANY

- ❖ **1. production department**
- ❖ **2. quality control department**
- ❖ **3. Sales and Marketing Department**
- ❖ **4. Logistics and Supply Chain Department**
- ❖ **5. Finance and Accounting Department**
- ❖ **6. Human Resources Department**

GENERAL EXPERIENCE ACQUIRED

1. Charcoal production process: Understanding the steps involved in producing charcoal, from raw material sourcing to packaging.
2. Equipment operation: Familiarity with machines and equipment used in charcoal production, such as kilns, crushers, and conveyors.
3. Quality control: Knowledge of quality control measures to ensure consistent product quality.

Management and Administration

1. Supply chain management: Understanding the logistics of sourcing raw materials, managing inventory, and distributing finished products.
2. Financial management: Familiarity with financial management principles, including budgeting, forecasting, and cost control.
3. Human resources management: Experience in managing teams, including recruitment, training, and performance management.

Sales and Marketing

1. Market research: Understanding market trends, customer needs, and competitor analysis.
2. Sales and customer service: Developing sales strategies, building customer relationships, and providing excellent customer service.
3. Marketing and branding: Creating marketing campaigns, managing brand reputation, and promoting products.

Safety and Environmental Management

1. Occupational health and safety: Understanding safety protocols, risk management, and emergency response procedures.
2. Environmental management: Familiarity with environmental regulations, waste management, and sustainability practices.

Soft Skills

1. Communication and teamwork: Developing effective communication and collaboration skills to work with colleagues, customers, and suppliers.
2. Problem-solving and adaptability: Ability to analyze problems, think critically, and adapt to changing situations.
3. Time management and organization: Developing skills to prioritize tasks, manage time, and maintain a high level of organization.

These experiences can be valuable in various industries, including manufacturing, logistics, sales, and environmental management.

PROBLEMS/CHALLENGES FACED DURING SIWES

I had the most problem searching for a place of attachment for my industrial training because most of the organization rejects my request due to one reason or the other. I encountered the listed below problems during my SIWES program:

- Inadequate funds/financial difficulties
- Inadequate facilities, there is no accommodation facility for the SIWES students which makes the program a little bit difficult for me.
- Inaccessible machines. Most of the SIWES students are banned from some equipments, thus; given less opportunity to operate while they ask us to learn from them while operating it.

CHAPTER FOUR

SUMMARY OF THE WORKDONE

Lucidly, the report tells more about my industrial training held at the MOVIC COMPANY at new jebba road Ilorin, Kwara State. The experience centres on the knowledge I gained as a student of Business Administration

RECOMMENDATIONS

I recommended that Government NBTE should make money available for the students that are on SIWES. I also recommended that equipments that should be made available in the school for the students to understand the practical aspect of the study. While this, the duration of the training should be extended for more training experience. Frequent and proper supervision should be made by the school managements to create room for seriousness among SIWES students.

CONCLUSION

The SIWES program undergone at MOVIC COMPANY at new jebba road Ilorin, Kwara State afforded me an in-depth exposure to some of the practical aspect of Business Administration. I was opportune to be directed to CHARCOAL DEPARTMENT where I was introduced to many things in term of charcoal business..

The programme has been highly enlightening, interesting, beneficial and successful.

Without this training, the Ordinary National Diploma program (OND) would have been incomplete because it is a program that has really helps students to appreciate all the theoretical aspects of the work given at the institution. The aspiration of which the scheme was undergone was highly achieved.