



**A TECHNICAL REPORT
ON STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME
(SIWES)**

UNDERTAKEN AT

A.K. IYIBARE INTERBIZ LIMITED

BY

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DEDICATION

I dedicate this Student Industrial Work Experience Scheme (SIWES) training report to Almighty God for his protection and who endowed me with knowledge, wisdom and understanding throughout my industrial training. Also dedicate this piece of work to my parent.

ACKNOWLEDGEMENT

All thanks to my beloved parent, my departmental HOD, lecturers and staff of Mass Communication Department, A. K. Iyibare Interbiz Limited teams, my SIWES trainers, Supervisors and colleagues for their financial and moral support.

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CHAPTER ONE

INTRODUCTION

1.1 BACKGROUND

SIWES (Student Industrial Work Experience Scheme) was introduced in Nigeria in 1973 by the National Board for Technical Education (NBTE). Its primary aim is to provide students in Nigerian higher institutions with practical work experience in their field of study. SIWES was designed to bridge the gap between academic knowledge and practical skills, helping students acquire the necessary skills to enhance their employability upon graduation.

Initially, it was intended for students in technical and vocational courses, but over time, it expanded to include students in various fields of study such as engineering, sciences, and social sciences. SIWES is a mandatory program for students in polytechnics, universities, and colleges of education, and it is typically carried out in industries, government establishments, and private organizations.

During the program, students are expected to gain hands-on experience in their chosen profession, interact with industry experts, and improve their practical knowledge, thus making them more competitive in the job market. The scheme is coordinated by both the institutions and the industrial establishments, and students are usually required to submit reports and evaluations based on their experiences.

1.2 OBJECTIVES

The main objectives of the Student Industrial Work Experience Scheme (SIWES) are:

1. **To expose students to real-world work environments:** SIWES aims to provide students with practical experience in their chosen field of study, complementing theoretical knowledge acquired in the classroom.

2. **To develop students' technical and professional skills:** By working in industries, students are able to hone their technical abilities, adapt to industry standards, and gain relevant job-related skills.
3. **To prepare students for the labor market:** The program helps students acquire the practical skills and experience needed to be more competitive and employable after graduation.
4. **To enhance students' understanding of their course of study:** Through hands-on experience, students are able to better understand how their academic studies are applied in real-world scenarios.
5. **To foster collaboration between institutions and industries:** SIWES serves as a platform for partnerships between academic institutions and industries, facilitating knowledge exchange and helping to improve the educational curriculum based on industry needs.
6. **To improve students' attitude to work and increase their productivity:** The program encourages professionalism, time management, and work ethics, ultimately leading to a well-rounded and disciplined workforce.
7. **To contribute to national development:** By equipping students with the skills necessary for industrial and professional advancement, SIWES contributes to the overall growth and development of the nation's economy.

CHAPTER TWO

DESCRIPTION OF THE ESTABLISHMENT OF ATTACHMENT

2.1 LOCATION AND BRIEF HISTORY OF A. K. IYIBARE INTERBIZ LIMITED

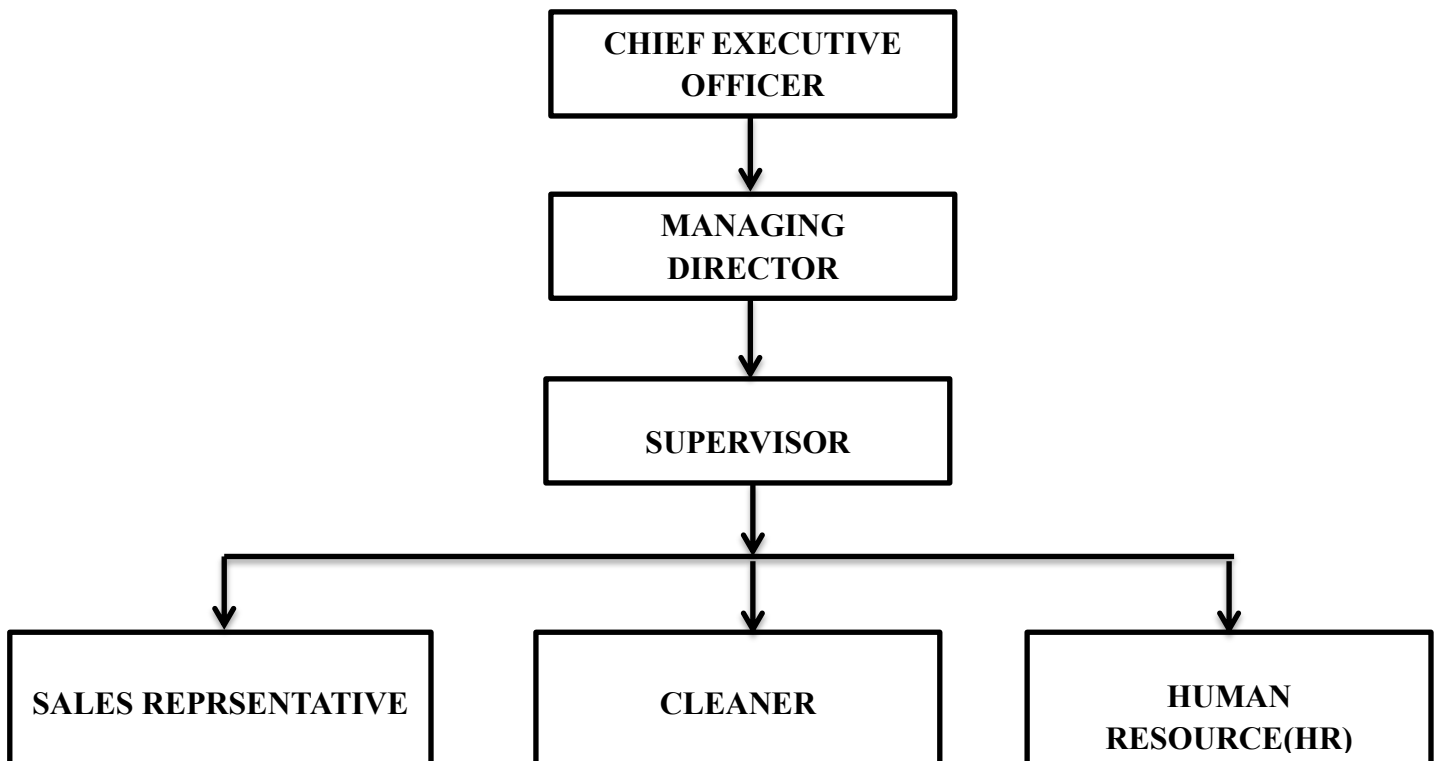
A. K. Iyibare Interbiz Limited is an establishment that deals with sales of petroleum, diesel, kerosene and engine oil and repairing of cars alignment and it is located at Sobi Road, Old Shao Garage in Ilorin, the capital city of Kwara State, in the North Central region of Nigeria. Its ownership/management structure is a purely Nigerian affair.

It was established in 2021 and was registered with all necessary bodies for effective performance

2.2 OBJECTIVES OF A. K. IYIBARE INTERBIZ LIMITED

- ❖ Breaching the gap between distance in buying of fuel by making it available and close the community at their disposal
- ❖ Creating of job opportunity for job seekers
- ❖ By partnering with the community for its development

2.3 ORGANIZATIONAL CHART (ORGANOGRAM)



2.3 OVERVIEW OF VARIOUSLY DEPARTMENTS

Chief Executive Officer:

The Chief Executive officer, who also is the owner of the establishment

Managing Director

The one responsible for the managing of the activities in the establishment and give report to the CEO of the establishment

Supervisor

The supervisor supervise every activities and all workers in the establishment and gives daily and weekly report to the managing director of the establishment and he/she takes the blame for any department that fails to perform their routing properly.

Sales Representative

These are the attendants who are always in charge of pump dispensers and sales of fuel in the establishment or workers in the supermarket who are responsible for sales from the mall of the establishment and give adequate report to the supervisor daily

Cleaner

Those responsible for up keeping of the establishment by making sure that the surroundings are always in good tidings.

Human Resource (HR)

The HR is responsible for the recruitment of new staff and their training

CHAPTER THREE

3.0 DESCRIPTION OF WORK DONE

3.1 FUEL DISPENSERS

A fuel dispenser is a machine to pump gasoline, diesel, or other liquid fuels. Also known as fuel pumps in East Europe. Also, there are different names in different countries too. For example; petrol bowser in Australia, petrol pump in Commonwealth countries, or gas pump in North America.



A fuel dispenser is a very important piece of equipment in your fuel station. Because it is the first machine that salutes your customers. Besides, a fuel dispenser is a machine that will count your sales.

Europump has different fuel dispenser options for your specific application. It can be a suction type with a built-in fuel pump. Or just a fuel dispenser that is used an external submersible fuel pump.

The fuel pump has a nominal flow rate range from 40 to 130 liter per min. So complete flexibility like different flow rates and hose configuration.

Fuel dispensers are manufactured with good quality components. And they are coming with four pistons meter with very high [repeatability](#).

3.1.1 FEATURES

Choices of different meters to match your fueling configuration.

- Modular design that simplifies service and reduces installation times.
- Measurement accuracy up to +/- 0.2%.
- Corrosion-resistant galvanized iron or stainless steel frames.
- LPG Combo addon.
- Electronic or mechanical calibration options.
- Compatible with common forecourt automation systems.
- High-end multimedia and interactive features.

3.1.2 BENEFITS

- ❖ Engineered for efficiency and security, but designed for convenience.
- ❖ Customer-friendly sale display.
- ❖ User-friendly interface with alphanumeric keyboard.
- ❖ Information screen.
- ❖ Durable hydraulic and electronic.

3.2 HOW TO READ AND UNDERSTAND FUEL PUMP DISPENSER

To read and understand a fuel pump dispenser, focus on the displays: the total cost, price per unit, and volume dispensed. Also, pay attention to any instructions or symbols on the dispenser itself, and know the basic safety precautions.

Here's a more detailed breakdown:

- Key Displays and Functions:
- Price per Unit: This indicates the cost of the fuel per liter or gallon.
- Volume Dispensed: This shows the amount of fuel being pumped, usually in liters or gallons.

- **Total Cost:** This displays the total amount you will be charged for the fuel.
- **Nozzle/Fuel Type:** Identify the correct nozzle for your vehicle's fuel type (e.g., gasoline, diesel).
- **Start/Stop Buttons:** Locate the buttons to start and stop the fuel dispensing.
- **Payment Methods:** Note the available payment methods (e.g., cash, credit card, debit card).
- **Pre-Set Amount (Optional):** Some dispensers allow you to pre-set the amount of fuel you want to purchase.

3.2.1 SAFETY PRECAUTIONS

- ✓ **Stop the Engine:** Always turn off your vehicle's engine before fueling.
- ✓ **No Smoking:** Do not smoke or use any open flame while fueling.
- ✓ **Avoid Overflowing:** Do not overfill your fuel tank.
- ✓ **Keep Away from the Pump:** Do not leave the pump unattended while fueling.
- ✓ **Check for Leaks:** If you notice any leaks, immediately stop fueling and contact a gas station attendant.
- ✓ **Troubleshooting (If Needed):**
- ✓ **Digital Display Issues:** If the digital display is not working, contact a gas station attendant.
- ✓ **Pump Issues:** If the pump is not working correctly, contact a gas station attendant.
- ✓ **Nozzle Problems:** If the nozzle is leaking or not dispensing fuel, contact a gas station attendant.

3.3 MARKETING STRATEGY

Marketing Strategies for Petrol Stations How to Stand Out in a Competitive Industry

The petrol station industry is highly competitive, with numerous players vying for customers' attention and business. To succeed in this industry, it's crucial to have effective marketing strategies that help your petrol station stand out and attract customers. In this article, we'll discuss some effective marketing strategies for petrol stations.

1. Build a strong brand: Building a strong brand is crucial for any business, including petrol stations. A strong brand helps customers recognize and remember your petrol station, making it easier for them to choose your station over competitors. Your brand should be consistent across all marketing materials, including signage, advertisements, and social media channels.

2. Offer discounts and promotions: Offering discounts and promotions is an effective way to attract customers to your petrol station. For example, you can offer discounts on fuel purchases or provide loyalty rewards to repeat customers. You can also offer promotions on snacks, beverages, and car accessories to entice customers to make additional purchases while they fill up their tanks.

3. Leverage social media: Social media is a powerful marketing tool that can help you reach a wider audience and engage with customers. Use social media platforms such as Facebook, Twitter, and Instagram to showcase your petrol station and its amenities, share promotions and discounts, and interact with customers. Encourage customers to follow your petrol station on social media by including your social media handles on your signage and marketing materials.

4. Host events: Hosting events is an effective way to bring customers to your petrol station and build a sense of community around your business. For example, you can host a car wash event, a charity fundraiser, or a free gas giveaway. Events can also help you promote your petrol station and build brand awareness.

5. Invest in digital advertising: Digital advertising can help you reach a wider audience and target specific customer segments. Consider investing in digital advertising channels such as Google Ads or Facebook Ads to promote your petrol station to potential customers. Digital advertising can be highly targeted, allowing you to reach customers in specific geographic areas or demographics.

6. Provide excellent customer service: Providing excellent customer service is crucial for any business, including petrol stations. Make sure your employees are trained to provide friendly and helpful service to customers, and prioritize safety and cleanliness at your petrol station. Positive customer experiences can lead to repeat business and word-of-mouth referrals.

7. Partner with other businesses: Partnering with other businesses can be an effective way to reach new customers and build brand awareness. For example, you can partner with a car dealership or repair shop to offer special promotions to their customers. You can also partner with local businesses such as restaurants or cafes to offer joint promotions or loyalty rewards.

8. Focus on convenience: Convenience is a key factor that drives customers to choose a particular petrol station. Make sure your petrol station is easy to access, with clear signage and

ample parking. Consider offering 24-hour service or adding amenities such as a convenience store, car wash, or restrooms to make your petrol station a one-stop-shop for customers.

In conclusion, marketing strategies are essential for petrol stations looking to stand out in a competitive industry. By building a strong brand, offering discounts and promotions, leveraging social media, hosting events, investing in digital advertising, providing excellent customer service, partnering with other businesses, and focusing on convenience, petrol stations can attract and retain customers and build a loyal customer base.

3.3 GAUGING OF FUEL

In filling stations, fuel gauging, or measuring, is typically done using Automatic Tank Gauges (ATGs) that monitor fuel levels, water levels, temperature, and volume, providing accurate data and reports to manage inventory and meet regulations.

3.3.1 What is Fuel Gauging?

Fuel gauging, or measuring, is the process of determining the amount of fuel (and water) present in storage tanks, which is crucial for inventory management, sales calculations, and ensuring accurate deliveries.

3.3.2 Why is it Important?

Accurate fuel gauging is essential for several reasons:

- **Inventory Management:** It helps track fuel levels, preventing stock shortages and overfilling, which can lead to losses and safety hazards.
- **Accurate Sales:** Precise measurements ensure accurate dispensing and billing, preventing discrepancies and financial losses.
- **Regulatory Compliance:** Many jurisdictions require accurate fuel gauging to ensure compliance with environmental and safety regulations.

3.3.3 How is it Done?

Automatic Tank Gauges (ATGs): ATGs are the primary method for fuel gauging in modern filling stations.

- ❖ **ATG Components: Magnetostrictive Probes:** These probes are installed in the tank and use magnetic principles to measure fuel and water levels.

- ❖ Smart Consoles: These consoles display the data from the probes, allowing for real-time monitoring and reporting.

3.3.4 ATG Functionality:

- ❖ Level Measurement: ATGs accurately measure fuel and water levels within the tanks.
- ❖ Temperature Monitoring: They also monitor the temperature of the fuel, which is important for accurate volume calculations.
- ❖ Volume Calculation: ATGs calculate the volume of fuel and water based on the measured levels and temperature.
- ❖ Reporting: They generate reports on fuel levels, deliveries, and sales, which are used for inventory management and accounting.
- ❖ Benefits of Using ATGs:
- ❖ Accuracy: ATGs provide highly accurate measurements, reducing the risk of errors and discrepancies.
- ❖ Efficiency: They automate the gauging process, saving time and labor costs.
- ❖ Safety: ATGs help prevent overfilling and leaks, improving safety.
- ❖ Compliance: They help filling stations meet regulatory requirements for fuel gauging and inventory management.

Alternatives (Less Common):

- ❖ Manual Gauging: While less common, some older stations may still use manual methods, which are prone to errors and inconsistencies.
- ❖ Float-Based Gauges: These gauges use floats to measure fuel levels, but they can be less accurate than ATGs.

CHAPTER FOUR

4.1 ACCOUNTING

In filling station accounting, accurately record daily sales and expenses, including fuel and non-fuel items, reconcile transactions regularly, and track cash flow to ensure financial health and efficient operations.

Here's a more detailed breakdown of key aspects of filling station accounting:

1. Recording Daily Sales and Expenses:

- Fuel Sales: Track the volume and price of each fuel type sold.
- Non-Fuel Sales: Record sales from the convenience store, snacks, drinks, and other items.
- Expenses: Document all costs, including fuel purchases, salaries, utilities, and maintenance.
- Receipts and Transaction Records: Maintain detailed records of all transactions to facilitate reconciliation.

2. Reconciliation:

- Regular Reconciliation: Compare your records with bank statements and credit card receipts to ensure accuracy.
- Identify Discrepancies: Regular reconciliation helps catch errors and discrepancies early on.

3. Inventory Management:

- Monitor Inventory: Gas stations handle a wide array of items, so effective inventory management is crucial.
- Real-time Tracking: Use an inventory tracking system that logs sales in real-time.

4. Cash Flow Management:

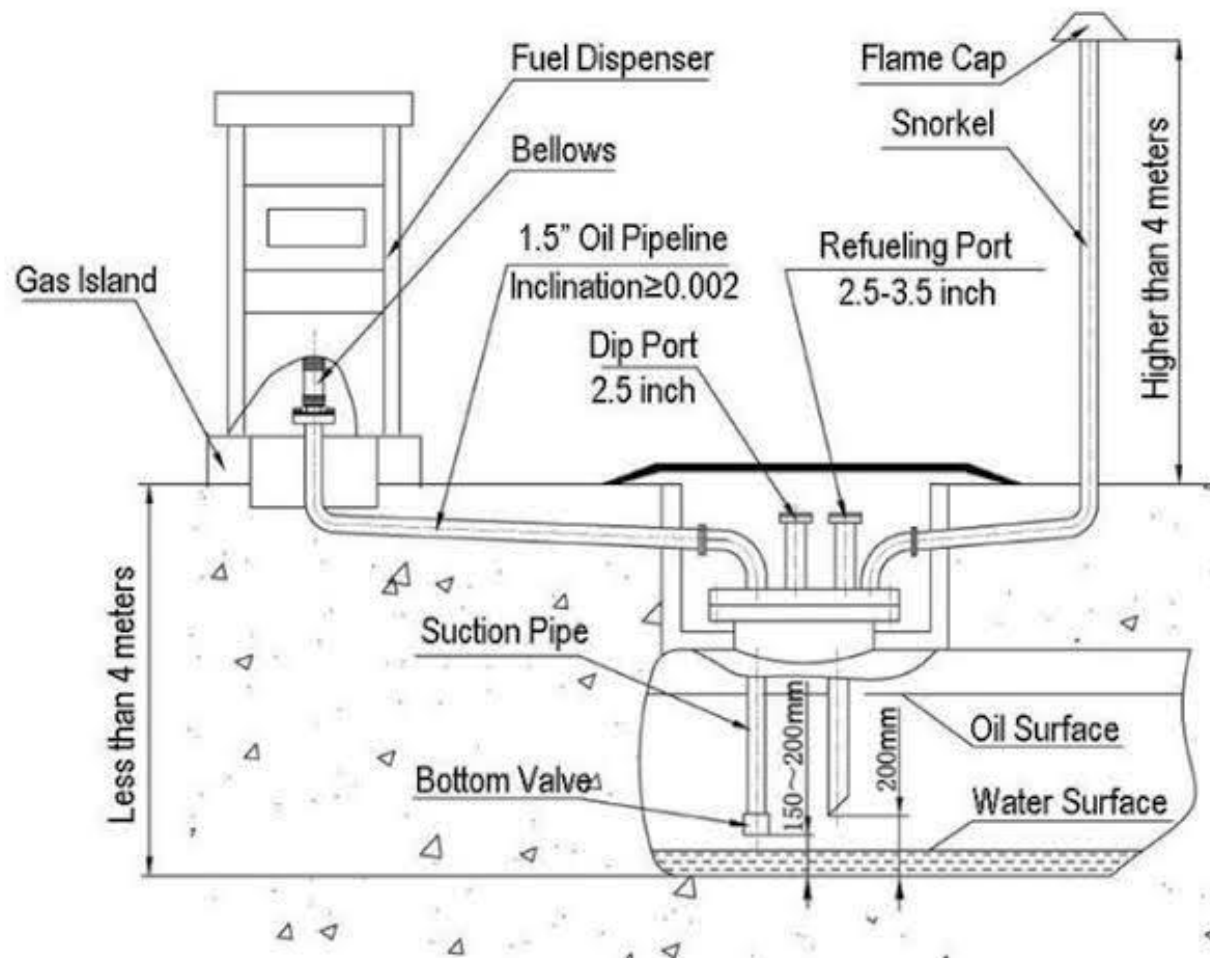
- Track Cash Flow: Gas stations typically process substantial cash transactions daily, so tracking cash flow is essential.
- Understand Financial Health: Monitoring cash flow helps you understand your financial health and make informed decisions.

5. Tax Planning:

- Tax Planning: Plan for taxes and understand the relevant regulations.
- Tax Deductions: Keep accurate records to claim all eligible tax deductions.

6. Technology:

- Leverage Technology: Modern bookkeeping software can streamline the accounting process.
- Fuel Station Management Software: Consider using fuel station management software for tasks like sales recording, billing, and inventory management.



CHAPTER FIVE

SUMMARY, CONCLUSION & RECOMMENDATION

5.1 SUMMARY OF ATTACHMENT

With regards to the 16 weeks industrial training undergone, I can strongly attest to the fact that the Student Industrial Work Experiences Scheme are highly important program for all students, this training has exposed me to skills I needs to utilize and apply in my field to break the gap between theory and practical aspects and has also given me a sense of full practical and market strategies to use in this filed. The training has made me a better entrepreneur as I now adopt what have learnt in this Students Industrial Work Experience Scheme. I am proud of my feet now than I was before knowing fully well on what to do in order to solve some of the nation's problem in terms of employment opportunity. We are problem solver of the nation.

My experience at Austineanneadex Information Technology has brought me up and unveiled the inner me into being a problem solver. My experience was indeed worthwhile through the help of the intern and staffs I worked with.

5.2 PROBLEMS ENCOUNTERED DURING THE PROGRAM

The success of my training is undisputed, but it was not devoid of rough edges. Some of the challenges include:

1. Sometimes I have unbalance account due to tension and shortage in sales
2. Some of my colleagues there in the organization are not ready to learn and so whenever the supervisor senses an atmosphere of unseriousness the entire students under his supervision will be dealt with and this was a great burden upon me.
3. The issue of expensive transportation. The cost of transport fee from my house to my place of assignment is too high

5.3 RECOMMENDATION/SUGGESTION FOR THE IMPROVEMENT OF THE SCHEME

- Interns should be allowed to undergo full practical after they have been trained and properly tested
- Students undertaking internship should understand the importance of the training and not joke about it. They should use this opportunity to be hardworking and enterprising.
- Stipends should be added to help interns on daily expenses.
- Regular supervision should be carried out by the SIWES's supervisors for proper monitoring of the student