



**A REPORT ON STUDENT INDUSTRIAL WORK  
EXPERIENCE (SIWES) UNDER THE STUDENTS'  
INDUSTRIAL WORK EXPERIENCE SCHEME**

**UNDERTAKEN @**

**TINUKE'S LUXURY**

**75, ADJECENT FONE MART TAIWO, ILORIN, KWARA STATE**

**BY**

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## **PREFACE**

The writing of this SIWES report is manufacture by the school authority that before attaining the certificate of National Diploma (ND) in Procurement And Supply Chain Management. Each student must undergo the Four (4) months SIWES programme.

The SIWES record therefore contains the work done within the four months.

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## **CHAPTER ONE**

### **1.1 INTRODUCTION**

Student Industrial Work Experience (SIWES) is a four months programme setup by the federal government for professional student in Mass Communication and other elected courses which is controlled, in which the headquarter is in Kaduna State in affiliation with Industrial Training Fund (ITF) at Jos.

However, the government introduced the programme in other to assist students to be familiar with the practical aspect of their profession i.e. Mass Communication.

Student Industrial Work Experience (SIWES) is a programme setup by National Board of Technical Board (NABTEB) for its practical improvement of mass communication. The programme is setup during the period of three months which is corresponding with a body known as Industrial Training Fund (ITF).

### **1.2 BRIEF HISTORY OF SIWES**

Prior to the establishment of the scheme, there was growing concern among our industrialists that graduates of our institutions of higher learning lacked adequate practical background studies preparatory for employment in industries. Thus, the employers were of the opinion that theoretical education going on in higher institutions was not responsive to the need of the employers of labour.

It is upon this background that the rationale for initiating and designing the

scheme by the Industrial Training Fund, during its formative years- 1973/1974- was introduced to acquaint students with the skills of handling employers' equipment and machinery.

The ITF solely funded the scheme during its formative years. But as the financial involvement became unbearable to the fund, it withdrew from the scheme in 1978. In 1979, the Federal Government handed the scheme over to both the National University Commission (NUC) and the National Board for Technical Education (NBTE). Later the Federal Government in November 1984, reverted the management and implementation of the SIWES programme to ITF and it was effectively taken over by the Industrial Training Fund in July 1985 with the funding being solely borne by the Federal Government.

### **1.3 AIMS AND OBJECTIVES OF THE PROGRAMME**

The aims and objectives are as follows:

1. To provide wide practical experience of the industrial Student in Various Studies.
2. To give inspiration, commitment and dedication to the student
3. To enlighten the student about various aspect of their course of study
4. To hasten the level of understanding and studying since they had been exposed to practical aspect of their course.

## **CHAPTER TWO**

### **2.1 BRIEF HISTORY OF THE ORGANIZATION**

Atinuke's Luxury, located at 75, Adjacent Fone Mart, Taiwo, Ilorin, Kwara State, was established to provide a premium shopping experience for individuals seeking high-quality luxury items, gold jewelry, abayas, ready-to-wear clothing, and stylish shirts.

Founded with a passion for fashion and elegance, Atinuke's Luxury has grown into a trusted brand, known for its exclusive collection of luxury fashion and accessories. The store offers carefully curated gold jewelry and fashion pieces that cater to diverse tastes, ensuring that customers receive only the finest quality products.

Since its inception, the store has focused on customer satisfaction, authenticity, and affordability, making it a preferred destination for those looking to express their style with sophistication and class.

Atinuke's Luxury has embraced modern retail trends, including social media marketing and online sales, allowing customers to shop conveniently from anywhere. With a commitment to excellence and innovation, the store continues to expand its reach, bringing timeless luxury and fashion to a wider audience.

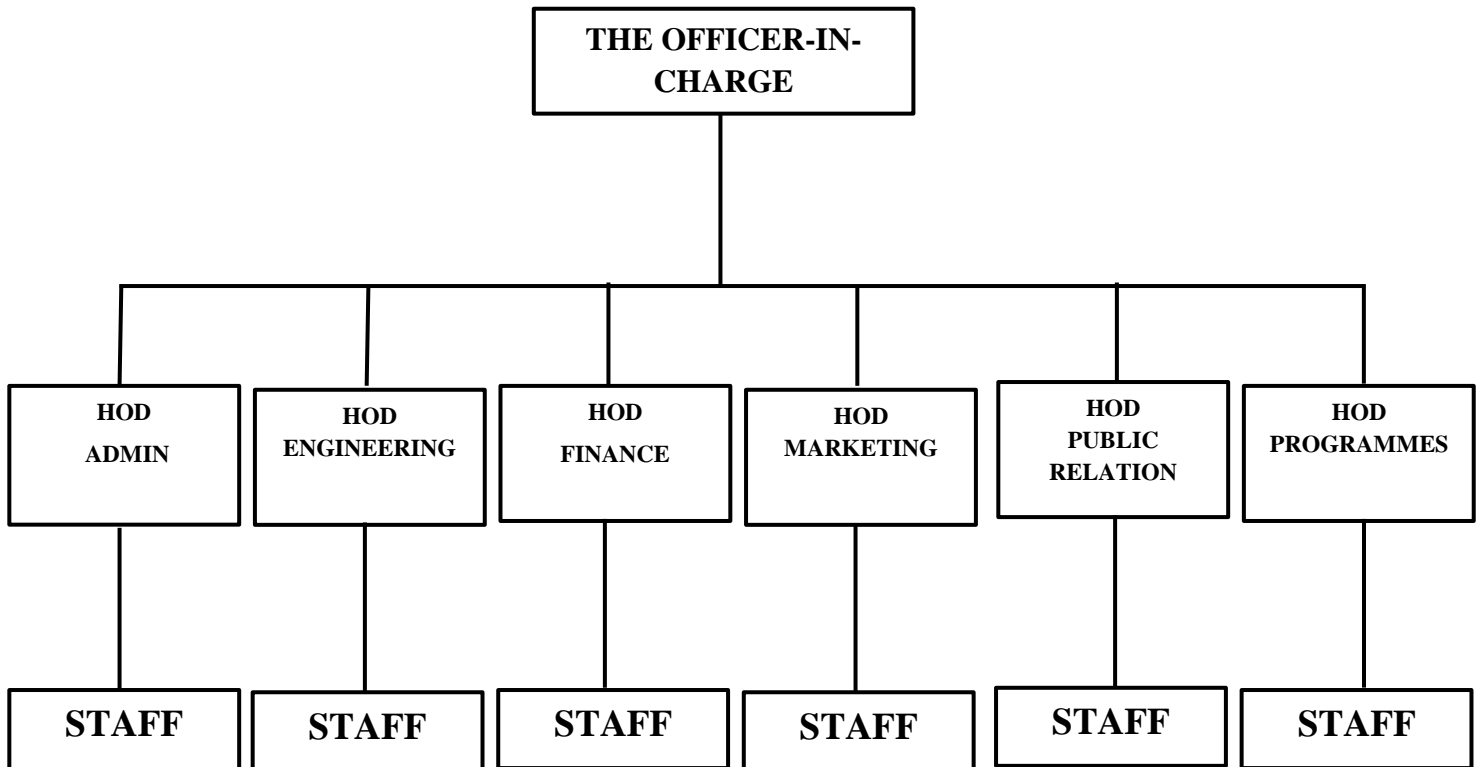
Today, Atinuke's Luxury stands as a symbol of elegance and quality, dedicated to helping customers enhance their style with exquisite fashion and jewelry.

## **2.2 VARIOUS DEPARTMENTS AND THEIR FUNCTIONS IN THE ORGANIZATION**

1. Marketing Department: This department deals with advertisement and programme show in the organization.
2. Accounting Department: This department deals with incoming and outgoing of money in the firm.
3. Administration Office: This unit performs the executive duties in the organization, like memorandum, meeting notice and other management activities.
4. Engineering Department: It's the department that deals with transmission and all other machineries in the transmitter room.



## 2.3 ORGANOGRAM OF THE ORGANIZATION



## 2.4 VISION AND MISSION OF THE ORGANIZATION

### VISION STATEMENT

- Protect the civil rights of all individuals.
- Increase voter education and registration and participation among all votes.
- Fight discrimination in housing, accommodation/services, or employment, education, and other areas.
- Encourage academic, scientific, and artistic excellence among minority students specifically minority & low income students in education.

- Create a criminal justice and judicial system that is fair and equal for all people.

### **MISSION STATEMENT**

“To build and sustain a printing media that promotes stakeholders relationship through professionalism and innovative quality programming”.

## **CHAPTER THREE**

### **3.1 EXPERIENCE ACQUIRED/ WORK DONE**

My SIWES Program at Center Point Supermarket, Ilorin, has been a successful one as I was exposed to some experiences. There I became skilled;

#### **1. Assisting Customers with Purchases**

- Helping customers choose luxury items such as gold jewelry, abayas, and clothing based on their preferences and budget.
- Providing product recommendations and styling advice.

#### **2. Managing Inventory and Stock Replenishment**

- Keeping track of available stock and restocking shelves when necessary.
- Ensuring that new arrivals are properly recorded and displayed.

#### **3. Arranging and Displaying Merchandise**

- Setting up attractive displays for jewelry, clothing, and accessories to enhance sales.
- Ensuring items are well-organized, clean, and presented professionally.

#### **4. Handling Sales Transactions**

- Operating the point-of-sale (POS) system for processing payments via cash, card, or mobile transfers.
- Issuing receipts and handling customer payment queries.

## **5. Engaging in Online Sales and Social Media Marketing**

- Assisting in updating social media pages (Instagram, WhatsApp, Facebook, TikTok) with new product arrivals and promotions.
- Responding to customer inquiries and online orders via direct messages or phone calls.

## **6. Packaging and Order Fulfillment**

- Properly packaging customer purchases to maintain the luxury brand image.
- Assisting in preparing and dispatching online orders for delivery.

## **7. Assisting in Gold Jewelry Care and Handling**

- Learning about the quality, pricing, and maintenance of gold jewelry.
- Cleaning and polishing jewelry before display or sale.

## **8. Customer Relationship Management**

- Collecting customer details for follow-ups on new arrivals and special promotions.
- Sending appreciation messages or promotional updates to returning customers.

## **9. Security and Loss Prevention**

- Monitoring store activities to prevent theft or mishandling of luxury items.
- Ensuring that high-value items like gold are handled with extra care and security.

## **10. Learning Business Management and Luxury Retailing**

- Understanding how to run a luxury retail business, including supplier relations, pricing strategies, and profit margins.
- Assisting in tracking daily sales and preparing basic financial reports.

## **CHAPTER FOUR**

### **4.1 EXECUTIVE SUMMARY**

SIWES means Student Industrial Work Experience. Students are out annually to professional organization relevant to their course of study with the help of the institution based. Coordinator and the scheme take up while students are promoting to ND 2 during the National Diploma programme for science oriented courses studied in institutions. The scheme was established by the ITF (Industrial Training Fund) to solve the problem of lack of adequate practical skills. During this programme, students are expected to get technical assistance and acquire more experience scheme in their chosen field of study.

## **CHAPTER FIVE**

### **5.1 PROBLEMS ENCOUNTERED DURING THE ATTACHMENT AND SOLUTION**

I didn't face or encounter any difficulty or problem during my attachment except that my place of attachment is far away from my house.

But the general problems that students encounter before and during the attachment are as follow:

- Lack of available industry in the location of some students
- High cost of transport fare from the students resident to the attachment
- Laziness of some students during the attachment

### **SOLUTION**

- Government should increase their investment on establishing companies for science oriented students.
- There should be a certain amount to be paid to the students during the attachment
- There should be monthly check on the students during the attachment

### **5.2 CONCLUSION**

Student Industrial Work Experience (SIWES) is a scheme that improves the technical knowledge of students in the Nigeria institutions. The scheme exposes students to working method and techniques in handling equipment's and machinery that may not

be available in their institutions. It is a good process that every science oriented courses must undergo.

Lastly, big thanks to the Industrial Training Fund (ITF) for the establishment of SIWES which now serves as an opportunity for we students of the Nigeria institution.

### **5.3 RECOMMENDATIONS**

Federal government, as a matter of responsibilities has to contribute immensely to the uplifts of this programme by putting in place a considerable compensation for the students who embarked on this kind of stressful and deadly programme. The federal government has a lot of role to play in building up a brighter future for us in order to maintain the peace and stability of the state.

Secondly, a lot of task also lies on the school authority to orientate and enlighten their students on the expected things they are going to face or encounter pleasantly or in the other hand when they get to their various placements of works before the commencement of the programme.

Thirdly, there should be rigorous inspection and supervision as some students count and envisage this programme as a mere task and they should as well enhance their strength and bestow and hefty mark on it.



Lastly, students need money for their upbringing and sponsorship, so I will urge the federal government to make the allowance more attractive to boost the students' morale.