



**A TECHNICAL REPORT ON
STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME
{S.I.W.E.S}**

HELD AT:

MINISTRY OF WORKS AND TRANSPORT

BY

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ND/23/PAD/PT/0394

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OF FINANCING AND MANAGEMENT STUDIES KWARA STATE
POLYTECHNIC, ILORIN**

FROM

OCTOBER, 2024 TO JANUARY, 2025

**IN PARTIAL FULFILMENT OF THE REQUIREMENT FOR THE
AWARD OF ORDINARY NATIONAL DIPLOMA {O.N.D} IN
PUBLIC ADMINISTRATION, KWARA STATE POLYTECHNIC**

CERTIFICATION

This is to certify that **IBRAHIM MUBARAK HOLARTUNJI** matriculation number **ND/23/PAD/PT/0394** undergoes his industrial training at **MINISTRY OF WORKS AND TRANSPORT** In partial fulfillment of the award of National Diploma (ND) in Public administration, Kwara State Polytechnic, Ilorin, undersigned by the following people:

.....
SAAD BASHIRAT OLAPEJU
Department Siwes Supervisor

.....
DATE

.....
ADAM ISIAK SERIKI
Head of Department

.....
DATE

ACKNOWLEDGEMENTS

I express my sincere gratitude to MINISTRY OF WORKS AND TRANSPORT for the opportunity to undergo my SIWES training. I appreciate the guidance and support of my supervisors and colleagues, who made my learning experience enriching and rewarding.

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CHAPTER 1

Introduction

Background of the Study:

The Student Industrial Work Experience Scheme (SIWES) is a program designed to bridge the gap between theoretical knowledge acquired in the classroom and practical experience in the industry. It provides students with the opportunity to apply their knowledge in a real-world setting, develop skills, and gain exposure to professional environments.

The Student Industrial Work Experience Scheme (SIWES) is a program designed to expose students to practical aspects of their chosen disciplines by placing them in relevant industries and government institutions. My internship at the Ministry of Works and Transport provided me with valuable hands-on experience in infrastructure development, project supervision, road construction, maintenance, and transportation management.

Objectives of the Siwes:

The major objectives of SIWES include:

- Bridging the gap between theoretical knowledge and practical experience.
- Enhancing technical skills in engineering, construction, and transportation planning.
- Understanding government policies on public infrastructure development.
- Developing teamwork, problem-solving, and communication skills.

Scope of the Study:

This report outlines the operations of the Ministry of Works and Transport, the departments I worked in, tasks performed, challenges encountered, and recommendations for improvement.

CHAPTER 2

OVERVIEW OF THE MINISTRY OF WORKS AND TRANSPORT

Introduction to the Ministry of Works and Transport

The Ministry of Works and Transport is responsible for planning, designing, constructing, and maintaining public infrastructure such as roads, bridges, government buildings, and transportation systems. It plays a critical role in economic development by ensuring efficient road networks and transport facilities.

Functions of the Ministry

- Road Construction and Maintenance – Supervising and maintaining highways, bridges, and rural roads.
- Transportation Planning – Regulating public transport systems, licensing transport operators, and ensuring road safety.
- Public Infrastructure Development – Overseeing the construction of government buildings, drainage systems, and urban planning projects.
- Mechanical and Electrical Services – Managing state-owned vehicles and ensuring efficient transport services.

Organizational Structure

The Ministry is structured into various departments, including:

- Department of Civil Engineering – Supervises road and bridge construction projects.
- Transport Department – Oversees transportation policies and public transport regulation.
- Mechanical and Electrical Services Department – Manages vehicle maintenance and procurement.
- Planning and Research Unit – Conducts feasibility studies and road safety research.
- Administrative Department – Handles human resources, budgeting, and general administration.

CHAPTER 3

EXPERIENCE DURING THE SIWES PROGRAM

Departments Worked In

During my internship, I was assigned to the following departments:

- Road Construction and Maintenance Unit – Assisting in site inspections and material testing.
- Transport Department – Observing transport regulation and policy implementation.
- Mechanical Workshop – Learning about vehicle maintenance and repairs.
- Administrative Office – Engaging in documentation, report writing, and project monitoring.

WHAT I LEARN

- Learning the differences between the subjects register and personnel files register
- Learning how to trace files; Files will contain files number which is one of the critique of tracing a files
- Learning how to change a torn file for new one in the cabinet, there are old files or files that are torn
- Learning how to operate of computer like filling in data, printing information, saving information in a folder in the computer
- Learning about minulting, which we have two type of minutes (i) Minutes is a precedes of procedecs of a meeting or record of a metting (ii) Minutes of communicating in writing between two or more people on issues

CHAPTER 4

CHALLENGES AND SOLUTIONS

Challenges Encountered

- **Inadequate Funding:** Some road projects were delayed due to budget constraints.
- **Poor Road Conditions:** Heavy rains and poor drainage systems affected road maintenance.
- **Lack of Modern Equipment:** Some construction tools and vehicles were outdated.
- **Traffic Congestion Issues:** Poor urban planning led to traffic jams in city centers.

Solutions and Recommendations

- **Increased Budget Allocation:** More government funding should be allocated to road projects.
- **Drainage Improvements:** Constructing better drainage systems to prevent road deterioration.
- **Procurement of Modern Equipment:** Investing in advanced machinery for road construction.
- **Public Transport Expansion:** Encouraging the use of public transport to reduce congestion.

CHAPTER 5

CONCLUSION AND RECOMMENDATIONS

Conclusion

My SIWES experience at the Ministry of Works and Transport was an eye-opening opportunity that enhanced my practical understanding of road construction, maintenance, and transportation management. I was able to apply my theoretical knowledge in real-world projects, gaining hands-on experience that will be valuable for my future career.

Recommendations

- The government should invest more in road infrastructure and transport systems.
- Regular training should be provided for ministry staff to stay updated with modern engineering practices.
- The ministry should collaborate with private organizations to improve funding and efficiency.
- Greater use of technology, such as traffic management software, should be implemented.