



A TECHNICAL REPORT

ON

**STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME
(SIWES)**

HELD AT;

**ILORIN SOUTH LOCAL GOVERNMENT
KWARA STATE**

PRESENTED BY

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CHAPTER ONE

1.0 INTRODUCTION

SIWES was introduced by the Federal Government of Nigeria for all vocational and science-oriented students in an attempt to broaden their knowledge practically on their various professional fields of study.

SIWES is an acronym which stands for Students Industrial Working Experience Scheme. It was established in 1973 by the federal government of Nigeria.

It is specially designed for all students in university, polytechnics, monotechnic and college of education who offered science and applied science course in various institutions in Nigeria.

It is an important program organized by the federal government of Nigeria together with the Industrial Training Fund (ITF). In order to impact and promote understanding for both the theory and practical aspect of student field of study based on their experience gained in their various institutions.

1.1 DEFINITION OF SIWES

SIWES is a skill development programme designed to prepare students of all institutions for transition from the college environment to work.

SIWES is the Student Industrial Work Experience Scheme. Annually students are out to various professional organizations that are relevant to their course of study with the help of institutions – based on coordinator and supervisor. This is carried out at the end of their first year during the ND programme for science-oriented courses study in polytechnics (for the polytechnic).

1.2 PURPOSE OF SIWES

In the earlier stage, students from various institutions are graduating without any technical knowledge or working experience. This makes them to undergo further training after securing an employment, with this reason, student industrial work experience was established.

As a result, during the programme the students are expected to get experienced technical assistance and acquire more experience in their chosen field of study and exposing them to use of machine and safety precaution where relevant before the completion of their programme in various institutions to also cause them to have self-confidence of their certificate.

1.3 AIMS AND OBJECTIVES OF SIWES

1. It provides an avenue for students to acquire the industrial skills and experience in their course of study.
2. Enlist and strengthen employer's involvements in the educational process of preparing students for employment in industries.
3. Provide opportunity for students to apply their knowledge in real work situation thereby bridging the gap between theory and practices.
4. Prepare students for post graduation work experience.
5. Expose students to work methods and technique in handling equipment and machine that may not be available in the educational institution.
6. Ease the transition from school to the world of work and enhance student's contacts for better job placements.
7. For student to acquire practical skill on their field of study and to prepare student for further challenges
8. Enable them to be able to relate with other profession of the same field of study.

CHAPTER TWO

2.1 DESCRIPTION OF THE ESTABLISHMENT OF ATTACHMENT

Location and brief history of the establishment location **ILORIN SOUTH LOCAL GOVERNMENT** is located at Fufu, Kwara State, Nigeria.

2.2 BRIEF HISTORY OF THE ESTABLISHMENT

Ilorin South Local Government Fufu, Kwara State, Nigeria, was established in 1996 and its administrative headquarters is located in the town of Fufu. It comprises three districts and 11 wards, with an area of 174 km² and a population of 208,691 at the 2006 census.

2.3 VARIOUS DEPARTMENTS IN THE ORGANIZATION

The organization of **ILORIN SOUTH LOCAL GOVERNMENT**. Have many departments in which the operation of the station are divided in order to give room for the smooth running of the organization. These department are:

1. Executive Department

- CEO's Office: Provides overall strategic direction and leadership to the organization.
- Board of Directors: Oversees the organization's strategy, finances, and operations.

2. Administrative Department

- Human Resources: Manages employee recruitment, training, benefits, and relations.
- Finance and Accounting: Handles financial planning, budgeting, accounting, and reporting.
- Facilities and Operations: Oversees the maintenance and management of company facilities and operations.

3. Agricultural Department

- Provide agricultural education to farmers, including training on best practices, new technologies, and market trends.
- Provide agricultural extension services to farmers, including technical assistance and advisory services.

- Data Analytics: Collect data on agricultural production, prices, and trade.

4. Consulting Department

- Management Consulting: Provides strategic advice and guidance to clients on business operations and management.
- IT Consulting: Offers expert advice and guidance on IT strategy, implementation, and management.
- Digital Transformation: Helps clients navigate digital transformation and implement new technologies.

5. Works Department

- Infrastructure Development: Construct and maintain roads, including paving, grading, and repairing.
- Building Construction and Maintenance: Construct public buildings, including schools, hospitals, and community centers.
- Utilities Management: Manage water supply systems, including treatment, distribution, and maintenance.

2.4 OBJECTIVES OF THE ORGANIZATION

- 1. RURAL DEVELOPMENT:** Ilorin South Local Government aims to promote rural development by providing basic amenities such as electricity, water supply, and roads.¹
- 2. ECONOMIC EMPOWERMENT:** The local government seeks to empower its citizens economically by supporting small-scale industries, trade, and commerce. This includes providing markets, such as the Tanke mini market, where locals can buy and sell goods.²
- 3. SOCIAL SERVICES:** Ilorin South Local Government provides social services such as healthcare, education, and social welfare programs to improve the standard of living for its citizens.
- 4. INFRASTRUCTURE DEVELOPMENT:** The local government aims to develop its infrastructure, including roads, bridges, and public buildings, to facilitate economic growth and improve living conditions.
- 3. GOOD GOVERNANCE:** Ilorin South Local Government strives to maintain transparency, accountability, and effective governance in all its operations.

CHAPTER THREE

3.1 FUNCTIONS OF LOCAL GOVERNMENT

LEGISLATIVE FUNCTIONS

1. Making Laws: Local governments have the power to make laws and policies that govern their areas.
2. Approving Budgets: Local governments approve budgets for their areas, which outline how funds will be allocated and spent.

EXECUTIVE FUNCTIONS

1. Implementing Policies: Local governments implement policies and laws that have been approved.
2. Providing Services: Local governments provide essential services such as healthcare, education, and sanitation.

ADMINISTRATIVE FUNCTIONS

1. Managing Personnel: Local governments manage personnel, including hiring, training, and disciplining staff.
2. Maintaining Records: Local governments maintain records, including financial records, property records, and vital statistics.

FINANCIAL FUNCTIONS

1. Collecting Revenue: Local governments collect revenue through taxes, fees, and other sources.
2. Managing Finances: Local governments manage finances, including budgeting, accounting, and auditing.

SOCIAL WELFARE FUNCTIONS

1. Providing Social Services: Local governments provide social services, including healthcare, education, and social welfare programs.
2. Supporting Vulnerable Groups: Local governments support vulnerable groups, including the poor, elderly, and disabled.

INFRASTRUCTURE DEVELOPMENT FUNCTIONS

1. Building and Maintaining Infrastructure: Local governments build and maintain infrastructure, including roads, bridges, and public buildings.
2. Providing Utilities: Local governments provide utilities, including water, electricity, and sanitation services.

ENVIRONMENTAL FUNCTIONS

1. Protecting the Environment: Local governments protect the environment, including enforcing environmental laws and regulations.
2. Managing Waste: Local governments manage waste, including collecting, disposing, and recycling waste.

PUBLIC SAFETY FUNCTIONS

1. Maintaining Law and Order: Local governments maintain law and order, including enforcing laws and regulations.
2. Providing Emergency Services: Local governments provide emergency services, including fire, police, and ambulance services.

3.2 FUNCTION OF ELECTED COUNCILLORS AS FOLLOW

1. Policy Making: Developing and implement, policies, place and program
2. Representation: Represents the centers of the constitution and wards.
3. Appointment: Appoints officials such as committees member, board members and department head.
4. Decision making: Making decision on local government matters, board member and department head.

CHAPTER FOUR

4.0 SIWES EXPERIENCE GAINED

I gained a lot during my SIWES Programme at **ILORIN SOUTH LOCAL GOVERNMENT, KWARA STATE**, my experiences were uncountable pleasantly, academically, technologically and morally. These includes:

- I was taught about the function of local government.
- I learnt how to managing local environmental and natural resource.
- I learnt how to conducts investigation and hearing on local government matters.
- I was taught how to maintain accurate records up to date.
- I also taught how taxes collection is being operated within the communities.
- I was taught how correspondence index is being operated and its functions.
- I learnt how to issuing of permits to people
- I was taught how director personnel management functions within the local government
- I learnt how cash management functions such as managing cash flows, deposit and disbursement.
- I was taught how preparing to reports to the local government council or boards.
- I was taught how to communicate, sending information through usefulness of e-mail and telephone
- I learnt how human resource personal management functions and how their recruit members and employee relations

CHAPTER FIVE

5.0 CONCLUSION

In the course of my industrial program I have acquired wealth of practical experience in various aspect of my profession.

I hereby conclude that the student industrial work experience scheme (SIWES) is very beneficial to all incoming student who will like to step into this course. This is a note of advise that industrial raining programme is not a waste of time because through the training, you will be exposed to many thins relating to the course.

Finally, I give thanks to Almighty God for a lot of experience I gained during my four (4) months period of attachment held at **ILORIN SOUTH LOCAL GOVERNMENT**

5.1 PERSONAL IMPRESSION ABOUT THE ORGANIZATION

ILORIN SOUTH LOCAL GOVERNMENT as a bundle of lovable and caring people working over there. I was highly impressed because I was given the privilege to being addressed as a staff.

I participate in many activities and I was given the opportunity to ask question relating to my profession in fish farming, they are always ready to answer questions, also there is no room for discrimination of the authority. There is also unity among the staffs.

5.2 SUGGESTION/RECOMMENDATION TO THE ORGANIZATION AND THE POLYTECHNIC CONCERNING SIWES PROGRAMME

My recommendation on the programme is that the polytechnic should persuade and insist that all students should partake in the four (4) months SIWEs training programme, because it widen the students knowledge and skills in their various field of study. Excellently, this programme is highly motivate to the extent that it maximize our skill in achieving personal goal by broaden and deepen exercise. It shows some senses of assistance on the students side as it aimed at promoting and enhancing their knowledge on what they are to be banding with in future.