



KWARA STATE POLYTECHNIC, ILORIN

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

A TECHNICAL REPORT ON SIWES

DONE AT

MINISTRY OF SOCIAL DEVELOPMENT

BY

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DEPARTMENT

SOCIAL DEVELOPMENT

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1. Introduction

The Student Industrial Work Experience Scheme (SIWES) is designed to expose students to real-life work environments to bridge the gap between theoretical knowledge and practical experience. This report details my 3/6-month experience at the Ministry of Social Development.

2. Objectives of SIWES

To gain practical knowledge related to my course of study.

To understand the structure and operation of public sector institutions.

To develop interpersonal and administrative skills.

To contribute to the activities of the ministry.

3. About the Ministry of Social Development

The Ministry of Social Development is responsible for implementing policies and programs that promote social welfare, gender equality, child protection, care for the elderly, and community empowerment. It plays a critical role in enhancing social justice and inclusive development.

4. Activities Carried Out

During my attachment, I participated in the following tasks:

Assisted in compiling social welfare reports and case files.

Participated in community outreach programs focused on child welfare and domestic violence awareness.

Supported documentation of monthly progress reports.

Helped facilitate training sessions for caregivers and NGOs.

Attended meetings with social workers and NGOs.

Provided administrative support such as filing, photocopying, and data entry.

5. Skills Acquired

Report writing and documentation

Office administration and file management

Communication and interpersonal skills

Basic understanding of social welfare systems

Teamwork and collaboration

6. Challenges Faced

Limited access to computers and internet for research

Transportation difficulties during field visits

Adapting to bureaucratic procedures

7. Contribution to the Ministry

Contributed to organizing field visits and awareness programs

Assisted in updating welfare case records

Provided valuable support in day-to-day operations

8. Conclusion

My SIWES experience at the Ministry of Social Development was highly beneficial. I gained hands-on experience in social work and public administration, which has enhanced my understanding of community development practices.

9. Recommendation

I recommend that future students should be assigned specific mentors or supervisors for more structured guidance. The ministry should also improve access to working tools and resources for interns.