



## **CERTIFICATION**

This is to certify that this project work has been read and approved by the undersigned on behalf of the Department of Public Administration, Institute of Finance and Management Studies, Kwara State Polytechnic, Ilorin, as meeting the requirement for the award of Higher National Diploma in Public Administration.

---

**MR. GOBIR N.A**  
**(Project Supervisor)**

---

**Date**

---

**Mr. OLOWOOKERE, A.O**  
**(Project Coordinator)**

---

**Date**

---

**MR. SERIKI I.A**  
**(Head of Department)**

---

**Date**

## **DEDICATION**

This project is dedicated to Almighty Allah the most merciful for guiding me through my HND programme

## TABLE OF CONTENTS

Title Page	i	
Certification	ii	
Dedication	iii	
Acknowledgement	iv	
Table of Contents	vi	
CHAPTER ONE		
INTRODUCTION		
1.1 Background of the study	1	
1.2 Statement of the problem		2
1.3 Research Questions		2
1.4 Objectives of the study	2	
1.5 Hypotheses (optional)	3	
1.6 Scope and limitation of the study		4
1.7 Organization of the study		4
1.9 Operational Definition of key terms	5	
References		
CHAPTER TWO		
2.0 Literature review		
2.1 Introduction	7	
2.2 Breakdown of related literature	9	
2.3 Theoretical framework	10	
References		
CHAPTER THREE		
3.0 Research Methodology	20	
3.1 Research Design	20	

3.2	Population of the study	23	
3.3	Sample or targeted population	24	
3.4	Method of Data Collection		25
3.5	Method of Data Analysis	26	
	References		
CHAPTER FOUR			
4.0	Data presentation and Analysis	27	
4.1	Historical Background of the study	27	
4.2	Data Presentation and Analysis		40
4.3	Discussion of Findings	43	
CHAPTER FIVE			
SUMMARY, CONCLUSION AND RECOMMENDATIONS			
5.1	Summary	44	
5.2	Conclusion	45	
5.3	Recommendations		46
	References	47	
	Bibliography		
	Appendix	48	

## **CHAPTER ONE**

### **1.0 GENERAL INTRODUCTION OF BACKGROUND OF THE STUDY**

#### **1.1 INTRODUCTION**

The basic aim of an organization is to provide goods and or services. In order to accomplish this task, organizations need people (work-force). People are the critical components of the organizational system (Hayes, Wheelwright and Clark, 1998). Thus, the attainment of organization goals depend largely on the ability and capability of its employees and this is easily achievable through an efficient and effective training and development programmes. Thus training and development plays significant role in achieving organizational objectives by keeping in view the interest of employees and organization (Stone, 2002).

Training and development have played no small role on the overall development of the work force in most of the developed Countries such as the United States of America, Canada, Russia, Japan, Germany, and Britain among others. Therefore, Developing Countries like Nigeria can also benefit immensely if her work force is properly and adequately trained and developed by their respective work organizations. Moreover, Nigeria is greatly blessed with rich and abundant human and material resources, efforts to provide relevant training and development will enable her reap the desired result. Training and development is concerned with increasing, improving, enhancing and modifying employees' skills, abilities, capabilities and knowledge to enable current and future jobs to be more effectively conducted (Bature, Friday & Abubakar, 2013). Yet some organizations see training and development as a waste of money and time, because they fail to understand that manpower training and development can contribute in

improving the overall organizational performance or profitability.

Globally, managers believe that training and development contributes to the improvement of employee's performance and productivity in organization Jones, George and Hill (2000) opined that training primarily focuses on teaching organization members how to perform their current job and helping them acquire the knowledge and skills they need to be effective performers. On the other hand development focuses on building the knowledge and skills of organization members so that they might be prepared to take on new responsibilities and challenges.

In Nigeria, many organizations are faced with the challenges of getting the most suitably, qualified and competent persons to fill job vacancies that can add value and bring about the most desired turn-around. The formal educational system does not adequately teach the specific job skills for positions in particular organizations (Agagu, 2008). Thus, few employees have the pre-requisite skills knowledge, abilities and competencies needed to work Armstrong (2006). There is a dire need for the training and development of manpower resources, in virtually all organizations for its effectiveness (Ezeani & Oladele, 2013). Kwara State Polytechnic, Ilorin is not exceptional, it needs employees whose contributions will go a long way in meeting the objectives of training, learning and innovation which is a cardinal goal for its establishment. The employees should have the right kind on training and development required to meet the job expectations at the right time and cost. Thus, there is a need for full understanding of the requirement of employees regarding training and development in accordance to the training programmes (Adams 2002). More so, employee participation can improve

the process of training and development programmes and design in order to ensure high level performance.

## **1.2 STATEMENT OF THE PROBLEM**

One of the problems of achieving greater efficiency in public sector organization in Nigeria today particularly in Ilorin south local government area of Kwara State is that the local government lack of trained and skill personnel. In carrying out tasks today,, no organization no matter how well conceived can run itself successful without the trained skill and experienced personal that will achieve the setting of goals for an organization, there is always need for the personnel in which the bearing of the organization will have to rest.

To channel a cause of success for an organization, there should be need for the trained personnel.

There are trained procedures and the development exercise at the local government which has become and personnel system or procedure for training the personnel. This old personnel management procedure affect efficiently and effectiveness in the local government also the application of quota system policy in staffing and staff development procedure to improved available human resources management practices and organizational effectiveness of ilorin south local government with the particular reference to staffing and staff development and efficiency.

The researcher observes ineffective and reluctance on the part of the staff in performing the job due to the lack of experienced and inadequate training for the personnel.

## **1.3 RESEARCH QUESTIONS**



- i. How does training impact organizational performance?
- ii. How training and development can influence the success of an organization?
- iii. What is the relationship between training and organizational performance?

#### **1.4 OBJECTIVES OF THE STUDY**

The purpose of this research work is to examine how training affects the efficiency of an organization particularly in ilorin south local government area of Kwara state.

To see what area need for training of its employees mostly drawn conclusion on how to achieve efficiency in the local government.

To know the types of training an employee would need to keep the organization wheeling on.

To know exact problems facing the employee of ilorin south local government and to proffer the solution in order to achieve the states goals.

Lastly to know the historical background of ilorin south local government.

#### **1.5 HYPOTHESES (OPTIONAL)**

Ho1: Training does not have impact on organizational performance

Ho2: Training and development cannot influence the success of an organization

Ho3: There is no relationship between training and organizational performance

#### **1.6 SCOPE AND LIMITATION OF THE STUDY**

This research work is limited to Ilorin South Local Government Area

of Kwara state. Some of the limitations encountered during course of this project works:

- a. Time Constraint: A lot of sacrifice has to be made so that the researchers could have enough time for this study. The time lag is a serious problem faced by the researcher, that is the time space between the period it was submitted which was not sufficient enough as the researcher has to combine academic activities with the research work which was not all that easy. Additionally, the time constraints made quiet challenging following up on respondents to collect questionnaire feedback for the necessary required data for analysis as well as meeting with supervisor for consultations.
- b. Financial constraint: The research encountered some financial difficulties as we could not get enough adequate funds for some activities which have great impact on the success of the researcher as well.
- c. Data problem: The statistical data to be collected were scarcely recorded in almost all departments in the organization and were not properly kept, not updated and this made it difficult for the researcher to get sufficient and adequate information needed.
- d. Busy Schedule: Busy schedules of respondents at work coupled with their individual social responsibilities made it very challenging for them to respond to the questionnaires in time and to return them for the researcher to continue with data analysis. This further reduced the return rate of questionnaire.

## 1.7 ORGANISATION OF THE STUDY

This research work is being organized in such a way that chapter one deals with the introduction, statement of the problem, aims and objectives significance of the study, scope of the study and definition of the term used.

Chapter two is literature review it deals with training, types of training, organization and efficiency and the need for the training, while chapter three deals with research methodology/research method, chapter four consists of interpretation of data and analysis training procedure, importance of the training, types of training operating in ilorin south local government area Kwara state and the problem faced by the trainees chapter five concerns summary recommendation and conclusions.

## 1.8 DEFINITIONS OF TERMS OR OPERATIOAL TERMS

Training according to Balogun m.j (1980) in his book (management) managerial efficiency in the public sector which quoted by Bamidele (2006) "Training is the adaptation or moulding of a person to increase his fitness for a specific activity, it involved experienced in doing a job as well as education i.e the very component to be developed are knowledge skill and attitudes.

Training is a process whereby an employee is made to know some things new which could help him in the performance of his tasks.

**Efficiency:** - Efficiency means the relationship between the achieved objective and the amount of resources consumed in the process i.e. it can be measured in term of output to input efficiency = output i.e. rations input to output.

**Public sector:-** it encompasses what is generally referred to as government service this includes the civil service parastatals, police and armed forces, performance in these sectors can only be evaluated in terms of efficiency and effectiveness in relation to the input invariable, this means improving the services which are the output of public/sector i.e. productivity of public sector.

**Organization:** Organization can be defined as the rational coordination of activities of a number of people for the achievement of a common explicit purpose or goal through division of labour and function and through a hierarchy of authority and responsibility in other words,

**Trainee:** This is someone who is being trained for a job i.e. someone who acquires more knowledge or skill to become an imparting new skill to the people for a particular field of his/her profession.

**Trainer:** This refers to someone who trains others or who imparts new skills to others for a particular job.

## REFERENCES

- Abiodun, E.Y.A. (1999). Human Resources Management: An overview concept publication, Shomolu, Lagos
- Adams, P.E. (2002), Benefits of Employee Training program, Employee Training plan, Business plan builder (Online).
- Agagu, H. (2008) Training as a instrument for department for efficiency, Ilorin: Onigba press
- Balogun, M.O (1980), "Implications of Training and Development programmes on Accountants productivity in selected Business organizations in Onitsha, Anambra State, Nigeria" International Journal of Asian social science, 3(1) pp 266-281
- Bamidele, S. (2006), Effectiveness of training and development on employees performance and organisation competitiveness in the Nigerian banking industry bulletin of the transliterating university of Brasor, Series V: Economics Sciences Vol. 7. (56) No1.
- Bature, Y. Friday, T. & Abubakar, M. (2013) "Re-inventing the Nigerian public service in an era of Reforms" Pakistan Journal of social science, 5 (3) pp 244-252.
- Ezeani, J. & Oladele, H. (2013) Local Government Administration in Nigeria Ilorin Ola Publisher.
- Hayes, R. Wheelwright, K. and Clark, H. (1998) Role of Learning Theories in Training While Training the Trainers. In: International Journal of Academic Research in Business and Social Sciences, Vol, No. 11(2013) p. 181-189.

## **CHAPTER TWO**

### **2.0 LITERATURE REVIEW**

#### **2.1 INTRODUCTION**

Training as an instrument for efficiency, training has been defined by many scholars such as Evn Gosh (1979) fred kerlinger (1973) in his book foundation of behavioural research as set of interrelated concept.

According to Beach (1980) in his book personnel management of people at work “define training as the organized procedure by which people learn knowledge and skill for a definite purpose”. The key words here i.e. organized procedure and knowledge “therefore, training must be organized to meet the requirement for a specific task.

C.S. Stem Metz (1985) in his articles the history of training, he view it to be ability to pass into other the knowledge and skill gained in mastering circumstance” He goes further say “training is for employee in order to be production and promote efficiency since they operate within the environment as circumstances demand.

Base on the above scholars there are various types of training such as, inductions, on the job training supervisory training, management training, vestibule training, internship training, simulation or special training, apprenticeship training, retraining and upgrading training.

These are numerous types of training though which an employee can be put into better position to perform excellently in his job or area of duties.

Since scholars has made us to know that the only means of enhancing efficiency and low productivity is through adequate training procedures in an organizations it is a means through which an

organization can realize their aims and stated objective simply because it improve the moral of the staff thereby putting in their best in performing their duties.

## **2.2 BREAKDOWN OF RELATED LITERATURE**

According to Deleb each (1980) in his book personnel “management of people at work” he defined training as the organized procedure by which people learn knowledge and skill for a definite purpose.

The key words here i.e. organized procedure and knowledge” therefore, training must be organized to meet the requirement for a specific task.

He goes further that an objective of training is to achieve a change in the behaviour of those trained.

According to Jade Hallaaron (1978) in his book Applied Human Relation and Organization Approach see training as the “process of transmitting and receiving information to problem solving.

There are many problem arising day in day out within an organization and the most striking one is that of inefficiency and low productivity. He see training as an instrument of solving problem of inefficiency within an organization.

Gosh .O. (1979) in his book personnel management and industrial relation; described training as a “process by which the attitude, skill and ability of employees to perform specific job are improved for better productivity.

Gosh news training as an instrument for high productivity and efficiency, of course training and productivity goes hand in hand.

According to C.S. Stem Metz (1985) in his article the history of

training, stated that training is the ability to pass into others the knowledge and skill gained in mastering circumstance he goes further by saying training is for employees in order to be productive and promote efficiency since they operate within the environment as circumstances demands the introduction of computer to the society necessitate the need for training of employees on computer literacy.

Micheal .C. Moor (1972) in his article, the personnel staff stated that training as the specific skill learn by the organization to further the organizational goal accomplishment by the trainee after he has joined the organization.

According to Balogun M.J. (1980) in his book "Management efficiency in it public sectors" while quoted by Bamidele (2006). Training is the adaptation or moulding of a person to increase his fitness for a specific activity, it involved experience in doing a job as well as education i.e. the key components to be developed are knowledge, skill and attitudes.

Training is a process whereby an employee is made known to some things new which could help him in the performance of this task. This also includes knowledge and skill in the performance of his duties. Training consist of importing information, changing in attitudes or importing skill". The training function is that of personnel management department which has the responsibility and the authority for the training and developing of personnel. The organization has many benefits it can derive from training its employee.

Training leads to greater efficiency of the entire organization. it improves the moral of staff it assist the requirement of staff and ensure a better quality of application. It enhances the reputation of the firm.



It increases loyalty and adaptability of staff, it reduces labour turnover thereby ensuring saving in cost of recruitment and of training staff.

Training is a process of updating the old skill and developing new ones. Therefore training helps the organization to realize their aims and stated objectives as trainee capacity will increase thereby increase productivity of an organization in the other hand, the experiences an employee is able to attain during the course of training will also contribute immensely to the employee prosperity.

Constantly and continuous training of employee are essential to an organizational effectiveness and efficiency, further more the individual employee needs change during the course of his employment as well as the job and the individual require adjustment and modification of the employees attitude, knowledge and skill, the accomplishment of such adjustment and modification implies training. To obtain a full value for train, bowers suggested basic requirement that must be met, as follows: training objective must be related to the organizational objective.

Responsibility for training must be accepted by the management, training materials must be appropriate to the types of learning that is desired and the kind of individual who is to be trained.

Training programme must be tallied to the specific office in which they are to be used.

Evaluation of training result must be an integral part of the raining. After performance appraisal has indicated or discovered that poor performance is as a result of inadequate skills and inability on the post of the employees, steps have to be taken to improve such skill and ability

through training and in the case of management it is known as development.

## **2.3 THEORETICAL FRAME WORK (TYPES OF TRAINING)**

Types of training, there are many types of training available for an organization to organize or to fund. The types of training should always reflect the objectives to be accomplished, the resources of the organization, the resources of the organization and the characteristics and member of individuals to be trained.

Training can be organized for any category of supervision manager staff- clerks etc.

The types of training are explained below:

### **(1) Induction Training:**

This is the training organized for new staff to familiarize them with the organization structure, objectives system and procedures facilities and policies, rules and regulations and to enable them integrated quickly into the organizations main stream. This enable them to have the right impression about the organization and to improve their attitudes toward the employer.

### **(2) On the Job Training**

This types of training is organized at the place where the job is being performed. It is good for all categories of staff: it is aimed at teaching the technical details of a particular task, so that current working methods are used and so that workers become efficient in the shortest time.

The major advantages of this methods is that it enables the trainee to practicalize what he has taught right there on the job it is a means by which a qualified worker gives the trainee the benefit of hid experience.

This of course, implies that the degree of effectiveness of the trainer. The undesirable habits of the trainer may be unavoidably transferred to the trainee and perpetuation of bad habits can have adverse effect on overall efficiency.

Distraction in the work environment can also affect the quality of the training.

### **(3) Supervisory Training**

The supervisory training is concerned with the preparation of workers for the central of other i.e. preparing them for taking supervisory responsibilities.

This will ensure that management policy will be properly interpreted and implemented. Supervisory training skills, updating and improving technical knowledge, sharing administrative and communication skills and leadership qualities, knowledge production planning and control is also imported.

### **(4) Management Training**

This is planned training of management goods employees for the effective performance of management functions and for meeting the present and future managerial needs of an organization. It is usually aimed at developing. It intellectual skills of the trainees, exposing them to modern management techniques developing their decision making and social skills and expanding their knowledge of modern business operation and management.

Other types of training include:

**(a) Vestibule Training:** These types of employees are taken away from the actual job environment to a training school that is a semblance of the work

environment. Mistakes do not affect either the machines in the factory and production but it invades double cost.

**(b) Internship Training:** This is a joint training programme between schools and business organization. The business organization affects school leavers the opportunity of putting theories into practice e.g. industrial attachment and houseman ship for professionals, doctor and pharmacists respectively.

**(c) Simulation or special Training:** This is as a result of advancement in elections and other sophisticated products for cost or safety reason it is impossible to train employee on the machine but something close or similar to actual machine e.g pilot training.

**(d) Apprenticeship Training:** This kind of training programme relate to situation where technical skills can be acquired only after some period of time is the actual performance of the job. It often takes a fixed period of time it is combination of both on and off training methods.

**(e) Retraining and Upgrading:** Retraining involves teaching new skills to an employee because of technological change or to increase labour mobility upgrading is given and employee a higher job to perform it improves his skills and enhances his opportunity for promotion.

Training as an instrument for efficiency: the best and the most powerful instrument for efficiency in any organization either public or private organization is training.

Training by its definition, is the ability to pass into others the knowledge and skill gain in mastering circumstances for an employees in order to be more productive and to promote efficiency since they operate within environment as circumstance demand. Even, in Goshs view (1979)

in his book titled “personnel management and industrial relation” opined that training is processes by which the attitude, skill and ability of employees to perform specific job are improve for better productivity. He views training as an instrument for high productivity and efficiency, of course, training and productivity goes hand in hand.

Training is an instrument for efficiency because its transmitting and receiving information to problem solving.

There are many problems arising day in day out within an organization and the most striking one is that of “inefficiency and low productivity”.

The only way out to solve these problems, of inefficiency and low productivity within an organization is an adequate and continuous training programme for an employee in an organization.

Training is an instrument for efficiency because it leads to greater efficiency of entire organization.

This training helps the organization to realize their aims and stated objectives as trainee capacity will increased thereby increasing the productivity of an organization. also, training contributes immensely to the employee prosperity. Training is an instrument used to improve the morals of staff it assists the recruitment of staff and ensure a better quality of applicant.

## REFERENCES

- Balogun, M.J. (1980), Training Evaluation: An Empirical Study in Kuwait, *Journal of European industrial Training*, 26(5), 2002, 241-251.
- Bamidele, K. (2006) Role of Learning Theories in training while training the trainers, *international journal of academic Research in business and social sciences*, Vol 2, No 11.
- Beach, M., (1980), A handbook of Human Resource Management Journal, Vol, 6 No. 1, pp.27–48.
- Dele, B. (1980) Personnel Management of people at work London: Macmillan Press.
- Deleb, H. (1980) Role of Learning Theories in training while training the trainers, *international journal of academic Research in business and social sciences*, Vol 2, No 11.
- Gosh, T. (1979). Effects of employees training on the organizational competitive advantage: Empirical study of Private Sector of Islamabad, Pakistan. *Far East Journal of Psychology and Business*, 6 (1), 59-72.
- Hallaoron, N (1978), impact of Training and Development on the Employee performance: "A case study from Different Banking sections of North Puujab.
- Jack, H. (1978) Applied Human Relation and organization Approach, London: University press.
- Kerlinger, M. (1973). A Handbook of Human Resource Management Practice, London, UK: Kogan Page, Ltd.

## CHAPTER THREE

### 3.0 METHODOLOGY/RESEARCH METHODS

#### 3.1 INTRODUCTION

The topic of this research work is training as an instrument for efficiency in public sector or organization, therefore a lot of activities was put in place during the cause of the study among which include.

**Research Methods:** This is the study of ways of understanding the world it is a procedure design to discover facts or carry out investigation it is a strategy(ies) used in diction and analysis of data, on the same vein sample technique and population of the studies this simply means the act of taking a portion of a population or universe as representatives of that population or universe, during the period of this research work I the researcher has the opportunity to visit Ilorin South Local Government where I met with the Administrative officer in person Mr. Ibrahim Tajudeen and the secretary to the local Government Mr. Yusuf Amao and some other administrative officers who have gave me a lot of assistance during the period of the research work, after all this, my major sources of data centered on primary and secondary sources such as journal, text books and personal interview and so on.

In carrying out this research, the following method were used for the collection of relevant data personal interview non-participant observation and documentary analysis and during the cause of the research work some problem that confronted me are time constrain, inadequate data, huge amount of capital required, inconvenience in getting information from various respondents due to the secrecy nature of Nigerians.

### 3.2 SAMPLE AND POPULATION OF THE STUDY

The sampling for this study includes the senior staff and on cross section of the worker which randomly selected to represent some operating department of ilorin south local government.

A random sampling procedure of 70% employees of ilorin south local government Kwara state of different categories was used in this study.

### 3.3 SOURCES OF DATA COLLECTION INSTRUMENT

The sources of data for this project work centered on primary and secondary source such as textbook, Journal personal interview and so on.

These sources provide an avenue to have cross fertilization of idea using the contribution from various scholars on the field of training and development in an organization.

The sources are explained below:

**1. Primary Sources:** This consists of an information to satisfy the purpose of an investigation the data will be gathered through the use of personal interview, discussion and observation.

**2. Secondary sources:** These are existing data which are used to satisfy the purpose of an organization, it is a form of desk research. The secondary data are the information collects from textbooks, journals manuscripts and magazines. Data collection instrument: in carrying out this research the following methods were used for the collection of relevant data thus:

I. Personal interview non-participant observation and documentary analysis, the choice of these methods was influenced by the subject



matter of the research as well as the period of study.

These methods of data collection use to gather information are explained below.

**Personal Interview:** The researcher used personal interview method of data collection to gather information. Personal interview is probably the most popular survey. Interview could be conducted face to face (oral) or through television.

**a. Face to Face:** This is carried out through direct personnel interaction between the interviewer and the respondents. His respondents to ask his question while he records the response that can aid the research work. This approach is faster but since the interviewer is unknown to the respondents, he may record little sources. The personal interview is a good method of data collection because;

- There is a high response rate it gives opportunity for the interviewer to explain the question.
- It is difficult for the interviewer to give wrong information
- More information could be collected. This is achieved through follow up
- The interviewer is also to record non-verbal communication which may improve the quality of response.

**2. Observation:** The researcher also observes the performance of individual employee in an organization; observation exercise is often use where researcher could not get those who are able to give oral description of events or articulate themselves meaningfully. It is used where the respondents are unwilling or environment is hostile for interview and administration of questionnaire. The researcher observes and records what is actually happening.

**3. Documentary Analysis:** The researcher also collected data from training/course procedures of Ilorin south Local Government Area of Kwara state. This enable the researcher to has details about the ilorin south training programmes.

### **3.4 METHOD OF DATA ANALYSIS**

The data were analyzed by using tables and descriptive methods for better analysis and interpretation. Data analysis is the process of refining the data implies going deeper than the superficial to breaking down the data into its different part with the aim of discovering the root cause of the issue at hand.

Analysis is conducted in order to:

- i. Determine the relationship between the two variables (i.e. between the employer and the employee).
- ii. Determine the staff trained according to their discipline and duration if the course. The major method of data analysis used (i.e) tabular and descriptive method) is explained below:
  1. Tabular method of data analysis: Data presentation in tabular form, the method involves the systematic arrangement of trainee staffs and facts which made up of rows and columns. This method was employed because it enhances or enable easy retrieval of information and easy understanding of the research work.
  2. Descriptive Method of Data Analysis: This method has advantages or merit of bringing more result for the researcher for easy understanding. It gives a clear explanation of all the information received through the

tabular method of data collection administered during the period of which the research work was carried out.

### **3.5 RESEARCH PROBLEMS**

It is not a gain saying that there is bound to be problem in the conduct of any research work.

Information (data) as always said is power but it must be understood that such a realistic and viable information will not be easy to come-by in the conduct of this research work, the following problems were confronted and which now served as impediment to the quick completion of this project work.

1. The first problem worth to be mentioning here is time constrain the time set aside for the gathering or eliciting information (data compilation and analysis of these data and more importantly to do justice to this time has to be share within other important activities like lectures which must bevery pertinent to individual sensible student.

The available time is somehow limited which makes it difficult to gather more data/information from the respondents.

2. Inadequate data: by the time this research work as carried out, the data was not sufficient and the organizations do not want to released the data needed by the researcher.

3. Research work also entails hugs capital which single person might not be able to afford.

As a student, the financial problem encountered in the conduct of this research work is especially in the area of transportation, from researcher's destination to the case study and other important places with the view of getting information or data needed.

4. There is inconvenience in getting information from various or numerous respondent due to the secrecy nature of Nigeria people always find it difficult to help the researcher when it comes to supplying some sensitive or personal information.

This is often worse when dealing with the illiterate ones and those without proper enlightenment about the importance attached or associate with research work.

5. Depending on foreign work: Most people government and organization across Nigeria often see project or research work as been inferior when compared to other research work carried out in Europe, America and other advanced countries in the world.

This has really limit the moral of the researcher when their effort is not being encouraged therefore, the yield in bring out inferior research when there is not any form of recognition or compensation given to them by the government or organization used as a case study.

## REFERENCES

- Ibrahim, .Y. (2010) Basic of Research procedure, Ilorin:Olad Publisher
- Mustapha, A. (2000) Foundation in Business Research Method, Ilorin:  
Olad Publishers.
- Salman, A.K. (2007) An introduction to personal management, Ilorin  
Olad Publishers.
- Siks, H.L. (1977) Management and organization New York; Western  
Publishers.
- Saliu, H.A. and Oyebanji J.O. (2004) A guide on Research Proposal and  
Report, Ilorin Olayeri Publishers.

## **CHAPTER FOUR**

### **4.0 DATA PRESENTATION**

#### **4.1 INTRODUCTION**

This chapter focuses attention on data presentation/analysis and interpretation findings from Ilorin South Local Government of Nigeria Kwara State. Ilorin questionnaire method were use to gather information from the staff of Ilorin South Local Government while the researcher enjoyed considerable support from respondent, not all the questionnaire were returned, showing a 91.33% response ratio. However effort was made to ensure that adequate representation of every group was catered for.

The chapter therefore, begins with the collation and classification of data using frequency distribution and percentages. It then preceded to the analysis of data interpretation findings.

Data analysis and interpretation findings, the chapter also look into the above subject matters from ilorin south local government 2.scores was used to test the training as an instrument for efficiency in public sector organization fifty one (51) questionnaire were give to the staff of ilorin south local government and the researcher was able to receive the entire questionnaire distributed, this shows a response rate of 100%, data analysis is vital aspect in research efforts it designed to provide on analysis of the research work (field survey), this will help to give clear and concise information about the data.

The results area summarized from the questionnaire and will be analyzed using percentage (%) a brief explanation of characteristic of respondents would follow each responses summary table and would follow to show respondents by levels and qualified responses to each

questions.

## **SECTION A: BACKGROUND OF RESPONDENT FREQUENCY DISTRIBUTION OF RESPONDENTS BY SEX**

CODES	SEX	RESPONDENT	PERCENTAGE (%)
1	Male	36	68.6
2	Female	16	31.4
	Total	51	100

Researchers field survey 2025

From the above table 1,35 of the respondents which represent 68.6% are male while 16 represent 31.4% are female from the above a greater percentage (%) of people employed by ilorin south and local government are male.

### **4.2 BRIEF HISTORY OF THE CASE STUDY**

A brief history of ilorin south local government Kwara state Nigeria.

Ilorin sought local government area is one of the five local governments are in ilorin, emirate and even the youngest Local Government among them all others are Ilorin East, Ilorin West, Asa and Moro local Government Area.

The agitation for more local government councils in the country to bring government near to the people is what led to the creation of Ilorin south local government by the then general Sanni Abacha's administration on 4<sup>th</sup> December, 1996.

Ilorin south local government has its headquarter at fufu was carved out of the then Ilorin East local Government Area. It comprises of two districts balogun Fulani and Gaa – Akanbi districts these are further divided into eleven political wards viz Akanbi, 11 111A 111B and IV Balogun Fulani 1, 11 and 111, Okaka, 1,11 and Oke – ogun.

By its cultural setting the local government is a miniature Nigeria as it accommodate ethic and religions diversities, it is also surrounded by four out of sixteen “16”, moro, ifelodun and Ilorin west respectively.

But the population of the local government has not been destructively isolated from then Ilorin East Local Government council, its people are predominantly farmers. The food and cash crops in the area are groundnuts, cashew, cassava, maize locust beans, yam sheaf butter and assorted vegetable.

### **GEOGRAPHICAL LOCATIONS**

Ilorin South Local government area is located within the latitude  $8^{\circ}3N$  and longitude  $4^{\circ}35E$ .

The local government shares boundaries with Moro and Ilorin East local government Area to the south, it also bounded to the west by Ilorin west local government area and to the east by ilorin east and ifelodun local government area.

Fufu, the headquarters of the local government is about lokun away from idofian and about 35km from Ilorin the state capital, boundary of Akanbi Ile Ilota territory is about one kilometer north west igbo-owu along Idofian to Igbo read is about  $5\frac{1}{2}$  kms on an approximate of 272 degree, to join the Idofian Ilorin road at about 1km north of idofian town hence North – west along Idofian-Ilorin read of a distance of about 1km paralled to



Idofian Ilorin.

## **NATURAL AND MINERAL RESOURCES**

The local government is blessed with a lot of natural resources which are mostly from agricultural product and are marketable both locally and internationally, such products include cereals, locust beans and shear butter as raw material for processing into finished product or goods, it is also blessed with abundant day without standing quality that has attracted and reputable companies in the production of ceremonies and floor this. There are a number of identifiable potential of high economic values in the department of agricultural and natural resources of Ilorin South Local Government Area.

## **THE PEOPLES OCCUPATION AND FESTIVALS**

The indigenes of the local government are have story centralize though here exist different ethic groups and languages i.e. Yoruba, Fulani, Nupe and Hausas. The nitrogenous nature of the historical background of Ilorin Emirate, the major occupation of the people is mixed farming, due to the fact that the area is endured with a wide expense of rich fertile soil and quadratic teaching.

The vegetable as well as the rain fall and also favourable and suitable for cultivation of variety of foods and cash crops, the savannah types of vegetation further stretching the suitability of the area for the rearing of live stock such as cattle's, goats poultry making, black smiting shear, butter production and garri processing are other relevant occupations engaged by the people of this young local government.

As to the festivals, Iyawo dance wolima, Nikkah are the most common festivals in the local government area while other are

synonymous with Islam religion of the most people of the area i.e. Eldfitr and Eld.Kabir and Maolud Nabby and there are still some festivals respectively.

## **EDUCATION INSTITUTIONS, MARKETS AND HEALTH CENTRES**

According to records, the local government which has a sizeable churk of ilorin metropolis, labours 38 public primary school, 30 private nursery (primary schools, 28 secondary schools and a higher institution “university of Ilorin” the local government could as well boast of 26 health clinics and six standard supper market among others, the rest of the markets are obb market, Oko-olowo cattle markets, Agoo market, Obaola, Ilota, Fufu, Iyanla Ero omo market.

The local government has a total staffs strength of about 570 of which 140 are senior officers and 430 are junior staff, it would be interesting to role that only about 268 of them are indigenes of the local government, for instance 213 workers are from other local government in the state.

## **THE PAST AND PRESENT LEADER OF THE LOCAL GOVERNMENT**

The proper administration and management of the local government began with the appointment of the south local government in December 1996. she established the secretariat and prepared a good foundation for the take off of local government at fufu and later handed over to the first executive chairman of the local government in person Alh. Saliu Abdul kareem paddled the affair of the local government for the period of about fifteen months i.e. from March 25<sup>th</sup> 1997 o 22<sup>nd</sup> July 1998. Consequently the sudden death of late Sanni Abacha on 8<sup>th</sup> June 1998 and sub sequently disbursement of all existing political structure by his successor General

Abuld Salami Abubakar bought on a brut and to the reign of Alh. Saliu Abdulkareem as chairman of Ilorin south local government other through out the nation.

This as a result caretaker committee were set up through out the nation to take over the administration of local government ilorin south local government was not left out, Hajia "Arch" Tayo Alao took over administration of the local government from Alh. Saliu Abdulkareem. Hajia Tayo administered the local government from 22<sup>nd</sup> July 1998 to 19<sup>th</sup> May 1999 together with other four (4) appointed supervising councilors.

### **4.3 PRESENTATION OF DATA**

This chapter has focus attention to presentation of data the relevant data collected as regards the research work in so doing, attempt would be made to test the hypothesis formatted in the preceding chapter in order to verity the validity or other wise it contains major parts.

- The socio-economic background of the respondents.
- There response to key item in the research instrument

These response are collected answer the research problem of this study. The secondary data from which result and data are obtained for this study were from ilorin south local government which includes their 1999 annual reports bulleting that ranged from 2004-2005 publication newsletter and journals.

Out of (70) questionnaire distributed to the staff and workers of ilorin south local government only fifty (50) copies were received back from 17<sup>th</sup> – 18<sup>th</sup> May 2002 representing 71% of the distributed

questionnaire and 63% of the total staff strength of the local government.

## SECTION A

The socio-economic background of the respondents the major aspect of the respondent socio-economic variable that were measured include: sex, educational qualification, income status and work experiences.

The first socio-economic variable of the respondent which is their sex is distributed as shown in table below.

**Table: Distribution of respondent by sex**

Sex	Frequency	Percentage %
Male	29	58%
Female	21	42%
Total	50	100%

Source: Researchers field survey, 2025

From the table above, it could be seen that majority of the respondents which represent 58% of the total questionnaire administered i.e. 29 male while only 21 respondents of 42% are female this reveal that majority of the worker in ilorin south local government are male this could because of the nature of the work and how and when the local government was created. The bulk of female workers in the local government are in the

administrative section the male respondent who spread all over the other department works mostly in personal and revenue collection department.

**Table 2: Distribution of Respondent by Age**

Age	frequency	Percentage %
Under 20 years	0	0%
21 – 30 years	11	22%
31 – 40 years	24	48%
41 – 50 years	12	24%
50 and above	3	6%
Total	50	100%

Source: Researchers field survey 2025

The above table shows that (0) zero respondents are under 20 years of age, majority of the respondent who constitute 24 (48%) are between the age of 31-40 years; the second largest proportion which constitute 12 (24%) are between 41-50 years closely followed by 11(22%) of respondent between 21-30 years and 3(6%) of respondent between 51 and above the least seen 0 (0%) of respondent under 20 year of age.

This, thus shows that the majority of workers in Ilorin south local government falls within age group 31 – 40 years, which respondent 48% of the entire staff population of the local government indicating that the local government concentrate on employment of young and able-bodies worker that can easily adapt to the training programmes and course that can serve as an instrument for efficiency within the organization.

#### **4.4 ANALYSIS OF DATA**

Analysis of data is vital aspect in research work, it designed to provide an analysis of the research work (field survey) this will help to give clear and concise information about the data.

The finding is derived from the summarization of the questionnaire and will be analyzed using percentage (%) a brief explanation of characteristic of respondents would follow each response summary table and would show respondents by level and qualified responses to each questions.

#### **FREQUENCY DISTRIBUTION OF RESPONDENT BY WORKERS**

SEX	FREQUENCY	PERCENTAGE %
Male	35	68.6
Female	16	31.4
Total	50	100%

Source: Researcher's field survey, 2025

From the above table, 1,35 of the respondents which represent 68.6% are male while 16 represent 31.4% are female from the above a greater percentage (%) of people employed by ilorin south local government are male.

#### **4.5 TESTING OF HYPOTHESIS**

This section is designed to determine whether training serves as an instrument that influences employee ability to perform efficiently at work place.

In hypothesis testing, we must state the assumed or hypothesized value of the population parameter before sampling, the assumption tested is called the null hypothesis and  $H_0$  symbolizes it, if the sample result fails to support the null hypothesis, the conclusion that something else is true,

wherever the hypothesis is ejected, the conclusion that is it thus accepted is called the alternative hypothesis and it is symbolized by  $H_i$ .

$H_o$  = Training as an instrument do not influence employee ability to perform optimally.

$H_i$  = Training as an instrument influence employee ability to perform optimally.

Table 1: The hypothetical results were obtained from responses to question drawn from distribution table 54

Variable	X	F	Fx	X - $\bar{X}$	$(x - \bar{x})^2$	$F(x - \bar{x})^2$
Strangle	5	39	195	0.3	0.09	3.51
Agree	4	36	36	-0.7	0.49	4.41
Strongly disagree	3	1	3	-1.7	2.89	2.89
Disagreed	2	-	0	-2.7	7.29	0
Indifferent	1	1	1	-3.7	13.69	13.59
Total	50	235		-	Variable	= 24.5

To determine means  $\bar{x} = \frac{\sum FX}{\sum f}$

$$\bar{x} = \frac{\sum fx}{\sum f} = \frac{325}{50} = 6.5$$

Hence our means  $(\bar{x}) = 6.5$

Standard variation is computed thus:

$$\sum f(x - \bar{x})^2 =$$

$\sum f$

Where  $\sum f = 50$

$$S.V = \frac{24.5}{50} = 0.49$$

Analysis using T test

T. Test is computed using the formula below

$$T = \frac{X - V}{\text{S.E.}}$$

Sol 1n

Where x = mean of distribution

U = +x, also known as population means

Sd = Standard deviation

n = the sample size

x = 4.7 or 31

u = x + critical value x standard error

Where critical value = degree of freedom = n.1 value obtained from critical value under level of significance of (5%).

$$N - 1 = 50 - 10 = 49.$$

Critical value is then = 1.68

Standard error = sd

Where sd = standard deviation = 0.7

$$\frac{0.7}{50} = \frac{0.7}{7.07} = 0.099$$

Standard error = 0.099

Thus u = 4.7 + 1.68 (0.099)

$$= 4.7 + 0.166$$

$$= +4.87$$

Or U = 4.7 - 1.68 (0.099)

$$= 4.7 - 0.166$$



$$\begin{aligned}
&= +4.53 \\
t &= \frac{x - u}{\frac{sd}{\sqrt{n}}} \\
&= \frac{4.7 - (+4.87)}{\frac{0.099}{\sqrt{50}}} = \frac{4.7 - 4.87}{0.014} \\
&= \frac{-0.17}{0.014} = -1.72 \\
\text{Or } t &= \frac{4.7 - (+4.53)}{\frac{0.099}{\sqrt{50}}} = \frac{4.7 - 4.53}{0.014} \\
&= \frac{0.17}{0.014} = 1.72
\end{aligned}$$

#### 4.6 SUMMARY OF THE CHAPTER

The primary objective of this chapter is the desire to have great insight into using data presentation analysis and interpretation finding testing of hypothesis to determined whether training of employee can serve as instrument for attaining efficiency towards improved productivity in ilorin south local government.

This is contain in this chapter four(4) data was analyzed based on the presented table and hypothesis formulated and the interpretation of result was conducted for variability.

The T – Test and normal distribution was needed in the analysis. Finally, the research findings were discussed from the result of the analysis and it was included that there is a positive relationship between training and efficiency of employee productivities at work place.

## REFERENCES

- Aliu T.O, (2006) Introduction to Business and Mathematics. Ilorin: Al-ikash press
- Anthony, O.U. (1992) Management efficiency in public sectors Ibadan, University press.
- Cale, G.A (1985) Personnel management and practices; Princeton, University press.
- Ibrahim, B.A. (2007) Basic statistic for management science studies: Ilorin, Olad press.

## **CHAPTER FIVE**

### **5.0 SUMMARY, RECOMMENDATION AND CONCLUSION**

#### **5.1 SUMMARY OF FINDINGS**

This research work of five chapters is based on the training as an instrument for efficiency in public sector organization a case study of Ilorin South local Government Area of Kwara State.

It explained the conceptual meaning of training, the need for training programme in an organization the procedure of training in Ilorin south local government, it also explain the types and importance of training, how the training serve an instrument for efficiency in organization.

#### **5.2 RECOMMENDATIONS**

The aims and objectives of every employee be if government or private body is to achieve efficiency in his or her organization economically, thus philosophy proposed is new to improve the state of labour within an organization and make them productive and efficient through effective systematic approach to training, since the realization of an organization aims and objectives is heavily on the manpower, so there is need for their development through training programme by an organization.

To get the best out of every employee in an organization there is need for continual and continuous training.

Therefore, the researcher recommend that Ilorin south local government should embark on the following for the prospective and effectiveness.

- a. Giving training opportunities to the employee on a continuous basis
- b. Training objective must be drafted in such a way that it relate to the organization objective.

- c. Training programmes must be trained to the specific office in which they are to be used.
- d. The local government should allow the employee to take courses that is relevant to the development of the local government and the society of large.
- e. Also, the management should not waste resources in training staff in the field that are not relevant to the need of an organization or where they lack equipment necessary for function of the employees.
- f. More so, candidate that are to be chosen for training should not based on familiarize, nepotism and favourism but on competency hard work and dedication at work.
- g. There should be a systematic checking toward over concentration of staff on a particular field.
- h. Ilorin south local government should embark on evaluation or result as a part of the training itself.
- i. Ilorin south local government should enable employees to pursue training and development in a direction that the chose and are interested in, not just in, not just in organization assigned direction.
- j. Lastly, ilorin south local government should support learning general and not just in support of knowledge needed for the employee's current or next anticipated job.

### **5.3 CONCLUSION**

For every employee to prefer efficiently especially supervisors and managers there is need for constant training and development the right employee training, development and education provides big pay offs for the employer increase productivity, knowledge, loyalty and contribution to

general growth of the organization.

The capability of the personnel determines that of the organization in achieving its stated goals therefore, training of an employee in an organization should not over emphasized.

In most case external trainings for instance provide participant with the avenue to meet new set of people in the same field and network.

The meeting will give them the chance to compare issue and find out what is obtainable in each others environment, this for sure will introduce positive chance where necessary; therefore, ilorin south local government area of Kwara state is developing its employees through effective training that is designed for them so as to be used for the organization as well as individual employee that is the only way its objectives could be accomplished.

This research work also reveal the secret behind training, the need for training programme in an organization for procedure of training programme in ilorin south local government area of Kwara state. It also examine the importance and type of training how training serve as an instrument for attaining efficiency in an organization ilorin south local government face some problem interims trainees and end many more.

## REFERENCES

- Ibrahim Yusuf, (2010) Basic research procedure, ilorin olad publishers.
- Mustapha, A. (2006) Business Research methods, Ilorin: Olad Publisher
- Oganija Shuaib Yusuf, (1996) Research Methodology, Ilorin Jimson Publisher.
- Ojo olu, (2005) Fundamentals of Research methods, Lagos: Nelson clammy press.

## **BIBLIOGRAPHY**

- Ayodele, S. (2009) Nerves of public administration, Revised Edition, Ilorin Gebpo press Ltd;
- Anthony, O.U. (1992) Management efficiency in public sectors Ibadan, University press.
- Aliu, T.O, (2006) Introduction to Business and Mathematics Ilorin: Al-Ikash press.
- Bamidele, J.A (2006) Essential issues in public Administration in Nigeria, Ilorin, Olad Publisher.
- Beach, D. (1980 Personnel Management of people at work, London Macmillan press.
- Curiyi, C.B. (1976) Training and development New York: Macgrehil Book Company.
- Famularo, J.J. (1972) Modern personnel Administration new, York: Macgrehil Book Company.
- Gosh, O. (1979) Personnel Management industrial Relation. London: work press
- Heyeh, C. (1972) Modern office management and Administration service new York: free press.
- Ibrahim, Y. (2010 Basic of research procedure Ilorin Olad Publisher.
- Mustapha, A. (2000) Foundation in Business Research Method, Ilorin: olad publishers.
- Salman, A.K (2006) An introduction to personnel Management, Ilorin: Olad publisher
- Simon, H. (1947) Administrative Behaviour, New York: free press.

