

CURRICULUM VITAE

School of Management Studies

Department of Office Technology and Management

Abubakar Tatari Ali Polytechnic Bauchi State, Nigeria

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LILLIAN OYIKWU GARUBA

Date of Birth:	9 th September, 1968
Place of Birth:	Otukpo
Sex:	Female
State of Origin:	Benue State
Nationality:	Nigerian
Religion:	Christianity
Marital Status:	Married
Language Spoken:	Idoma, English and Hausa
Permanent Home Address:	New Rafin Zurfi Layout Behind Divine International Secondary School

SCHOOLS/COLLEGES ATTENDED WITH DATES

St. Mary's Primary School Otukpo	-	1976 – 1981
Wesley High School Otukpo	-	1981 – 1986
Staff Training Center Azare	-	1986 – 1987
Staff Training Center Azare	-	1989 – 1990

Institute of Management Studies	-	1992 - 1993
Potiskum Yobe State		
Federal Polytechnic Bauchi	-	1999 -2001
Federal Polytechnic Bauchi	-	2002 -2004
HND Secretarial Studies (Lower Credit CGPA 2.87)		
National Youth Service Corps	-	2005- 2006
University of Maiduguri		
PGD Education (3.71)	-	2007- 2008

QUALIFICATIONS OBTAINED

Primary School Certificate		
WASC/GCE/SSCE Certificate	-	1986/1995
Confidential Secretary IV		
Confidential Secretary III		
Confidential Secretary II		
National Diploma in Secretarial Studies		
Higher National Diploma in Secretarial Studies		
National Youth Service Corps March, 2005 to February, 2006		
University of Maiduguri PGD Education (3.71)		

EMPLOYMENT/WORKING EXPERIENCE

First Appointment	-	08/03/1988
Present Appointment	-	04/02/2022

Abubakar Tatari Ali Polytechnic - 2013 to Date
Bauchi State

QUALIFICATION - HND/PGDE

RANK - Chief Instructor

Responsibilities Held with Dates: - 2012 - 2019

Head of Department OTM

College of Administrative and Business Studies

Azare, Bauchi State.

PROFESSIONAL MEMBERSHIP WITH YEAR:

Member of Association of Business Educator of Nigeria - 2019

ACADEMIC CONTRIBUTION:

Journal Publications

- 1) 1. Ocholi, J. Monday 2. Garuba Oyikwu Lillians Realigning the Secretarial Profession Training to Meet the challenges of the Digital Age published in the third Education of Sahel international Multidisciplinary Journal Vo. 5 No. 1
- 2) 1. Ocholi, J. Monday, 2. Garuba Oyikwu Lillian the International Institute of Science, Technology and Education (IISTE) (Nov., 10, 2020) Factors Affecting Academic Performance of First – Year Business Education Students in Ekiti State College of Education Published in Journal of Education and Practice, ISSN (paper) 222- 1735 ISSN (Online) 2222 – 288x.
- 3) 1. Yakubu Yahaya, 2. Muazu Samaila 3. Garuba Oyikwu Lillian The Influnece of Innovation – Drive Strategic of Manufacturing Companies in

Nigeria Multi- Disiplinary Journal of School of Business (Multi- JOSOB)
Federal Polytechnic Bauchi, Bauchi State. Vol. I (I) October – December,
2020 ISSN: 2756 – 3766

- 4) 1. Dr. Hashim Bello 2. Garuba O. L Ocholi J. Monday Evaluating the
effect of Inventory Management on Organizational Performance of
Printing Firm in Bauchi Metropolis Bauchi State Garu Academic Journal
Vo. I No. 4 P. 91 - 97

ATTRIBUTES

Hardworking and Truthfulness

HOBBIES

Reading and Listening to News

Referees:

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