**Curriculum Vitae**

1.**NAME:** ATUNWA Helen Biodun

2**. DATE OF BIRTH:** 28th December, 1963

3. **Details of Contact Address:**

(a) atunwahelen2015@gmail.com

 (b) Postgraduate School, University of Medical Sciences,Laje Road, PMB 563, Ondo City,Ondo State.

4. **NATIONALITY:** Nigerian

5. **STATE OF ORIGIN:** Ondo

6. **LOCAL GOVERNMENT AREA:**  Owo

7. **RELIGION:** Christianity

8. **DATE OF ASSUMPTION OF DUTY:** 1st  February, 2016

9. **STATUS ON FIRST APPOINTMENT:** Deputy Registrar

10. **PRESENT STATUS:** Deputy Registrar

11. **DATE OF LAST PROMOTION:** NIL

12. **GRADE LEVEL :** CONTISS 14/ STEP 4

13. **DATE OF LAST PROMOTION:** NIL

14. **GRADE LEVEL:** CONTISS 14/ STEP 4

15. **DATE OF CONFIRMATION OF APPOINMENT:** NIL

16. **FACULTY/DIRECTORATE:** Registry

17. **UNIT:** Postgraduate School

18. **EDUCATIONAL BACKGROUND:**

**A. INSTITUTION ATTENDED (WITH DATES)**

i. Obafemi Awolowo University, Ile-Ife, Osun State. Nigeria 1996-1998

 ii. Obafemi Awolowo University, Ile-Ife, Osun State. Nigeria 1984-1987

 iii. Oyo State College of Arts & Science, Ile-Ife, Osun State 1981-1983

 iv. Datamasta Computer School School 1994

 v. College of Theology 2004

**B . ACADEMIC/PROFESSIONAL QUALIFICATIONS:**

 Postgraduate Masters in Public Administration 1998

Bachelor of Arts in Education 1987

 Diploma in Computer Science 1994

 Diploma in Theology 2001

 Fellow, Institute of Policy Management Development *(FIPMD)*

 Member, Institute of Personnel Management of Nigeria *(MIPMN)*

 Member, Association of Nigerian University Administrators (MAUA)

**C. WORK EXPERIENCE WITH DATES:**

Administrative Officer 1 in Faculty of Administration, Obafemi Awolowo University ( 2000-2001)

Administrative Officer 1 in Faculty of Law Obafemi Awolowo University (2001- 2004)

Assistant Registrar and Faculty Officer in Faculty of Management Sciences, LASU Ojo, Lagos State (2004-2006)

Foundation College Officer for Four (4) Colleges in Joseph Ayo Babalola University, Ikeji Arakeji (2006-2007)

Personnel Officer, JABU (2007-2010)

Students Affairs Officer & Senior Assitant Registrar, JABU ( 2010-1011)

Secretary Postgraduate School JABU & Senior Assistant Registrar (SAR) (2011-2013)

Principal Assistant Registrar (PAR) & Secretary Postgraduate College (2013-2016)

Deputy Registrar & Head Establishment & Human Resources Unit (2016-2017)

Deputy Registrar & Secretary Postgraduate School (UNIMED) ( 2017-till date)

**D. Research Interest**

Human Rights Law, Human Resources Management Administrative Behaviour.

**E. Publications**

 Adebayo. O and Atunwa H.B (2013) Entrepreneurship skill and Background of these that have tendency to set up their own businesses. Atunwa.B & L. Andy Afinotan (2010),Practorianism and the public service; Analysis of the impact and consequences of military rule on Public Administration in Nigeria.

Atunwa H.B (2005) Administration and women Empowerment in Nigeria: Evaluation of Education and Gender Approach.

Atunwa H.B (1988) Cooperation Societies ; in Ife Central Local Government of Osun State Nigeria

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**F. Other Contributions**

Mrs Helen Atunwa serves as in loco parentis to students through counseling. She serves as role model and a mother figure to a bevy of the younger generation.