

CURRICULUM VITAE

PERSONAL DATA:

Name: NGOZI LOVETTE OWOH
Sex: Female
E-mail: nlowoh@mtu.edu.ng, tstella77@yahoo.com
Mobile: 08027805088
Place of birth: Okija, Ihiala Local Government Area, Anambra State
Date of Birth: 15th December, 1970
State of origin: Anambra
L.G.A. Ihiala
Nationality: Nigeria
Permanent Home Address: Block C, Horeb Hill Estate, Prayer City Extension, Prayer City, Ogun State
Current Postal Address: Mountain Top University, Prayer City, Ogun State

EDUCATIONAL INSTITUTIONS ATTENDED (WITH DATES)

- 2002: University of Nigeria, Nsukka
PGD, Political Science
- 1998: University of Nigeria, Nsukka
B.A. Linguistics (2nd Class Lower Division)

PROFESSIONAL CAREER:

Impact for Change and Development (IMPACT) - January, 2008 – August, 2013

Impact for Change and Development (IMPACT), is a human rights based organization that specializes in Conflict Management and Peacebuilding, with emphasis on the protection of the rights of women and children.

2008 – 2010:

Position held: Admin, / Documentation/Research Officer
Duties:

- ✚ Coordinate and monitor office activities
- ✚ Proper documentation of official documents and project activities
- ✚ Write and disseminate organization's publications
- ✚ Research and reporting (qualitative and quantitative)
- ✚ Programmes design, implementation and monitoring
- ✚ Effective collaboration and networking with stakeholders
- ✚ Media and public relation

2010 – July, 2013: Coordinator
Duties:

- ✚ Carry out the duties mentioned above

- ✚ Coordinate IMPACT offices and programmes activities to ensure all staff members, partners, project beneficiaries, and relevant stakeholders to projects were carried along in achieving projects' and organisation's objectives
- ✚ Manage organisation's website
- ✚ Carry out other duties as required by Management

This profile meant working with State government, International Development and Aids organisations, the three arms of Nigeria Military etc.

Mountain Top University (MTU) - January, 2016 – Date
Position held: - Administrative Officer
Duties:

- ✚ Writing and disseminating of memos and correspondences as directed by the Deputy Registrar
- ✚ Covering of meetings and writing minutes for Committees and Panels of the University
- ✚ Follow - up actions on Committees' decisions
- ✚ Responsible to the Registrar for servicing of University Senate and Governing Council meetings and related matters
- ✚ Responsible to the Vice-Chancellor for servicing University Management meetings and follow up on decisions
- ✚ Other assignments as directed by the Vice- Chancellor and Registrar
- ✚ House Warden(Elizabethg Hall 1): This duty entails mentoring and counselling female students, organizing programmes on life issues to positively prepare them for after University life

Mountain Top University (MTU) - 6th January, 2017 – date
Position held: - Assistant Registrar
Duties:

- ✚ Carry out the duties mentioned above

Current Salary: CONTISS 09 Step 1 with basic salary of Nine Hundred and Eight Five Thousand, Nine Hundred and Eighty Naira, Forty Eight Kobo Only (N985, 980.48) per annum.

SOME PROFESSIONALCOURSES / TRAININGS ATTENDED:

- Capacity Building for Officers of University Governing Council by Human Resources Development Centre, University of Lagos
- Advanced Digital Appreciation Programme for Tertiary Institutions (ADAPTI) by Digital Bridge Institute in Mountain Top University (MTU), Ogun State. May, 2016.
- CSO/Media Relationship Building by BBC Media Action in Ikeja, Lagos State. October, 2012.
- Workshop for Representatives of Civil Society Organisations on Using the Freedom of Information (FOI) Act by Media Rights Agenda (MRA) in Calabar, Cross Rivers state. February, 2012.
- Direct Capacity Building Training for Non-State Actors by EU-Inside, in Oshogbo, Osun State. January, 2011.
- NGO Management Training Workshop for Civil Society Organisations in Nigeria held in Lagos by the West African Civil Society Institute (WACSI). 6th – 9th December, 2011
- Advanced Management Monitoring and Evaluation Training Organised by Konrad Adenauer Stiftung (KAS) from 25th – 27th July, 2011 in Abuja for their partners
- Training of trainers for Government / NGO Partners on Parenting Skills and Psycho-social Support by UNICEF B-Field in Ibadan, Oyo State. February, 2010.

- Capacity Building on Planning, Monitoring and Evaluation (PME) by Konrad Adenauer Foundation (KAF). 2010.
- Capacity Building for Organisations working with Young Children by UNICEF in Ibadan, Oyo State. March, 2009.
- Writing Workshop / Effective Communication for Non-Governmental Organisations by HeinrichBoll in Enugu state. 2009.

ACADEMIC RESEARCH EXPERIENCE:

- The Yoruba and Igbo Phonemes: A Comparative Analysis (B.A. Thesis, 1998)
- Capitalist Development and the Niger Delta – A Case Study of the Ogoni Crisis. (PGD Thesis, 2002)

WRITING EXPERIENCE:

- **Women on the Peacepath:** A publication of women's experiences in Conflict Management.
- **Touching Lives ... making a difference:** A bi-annual newsletter of IMPACT
- **Conflict Management in the Niger Delta** (Editor).

PAPERS PRESENTED:

- **Woman and Her Peace:** Impact Women Peace Forum, May, 2008.
- **Knowing Who You Are:** A paper presented to students at the commemoration of the 2013 children's day celebration.
- **Managing Conflict in the Home:** Family Forum, 2015
- **Child Sex Abuse:** Women Fora.

REFEREES:

- 1. Dr. Naomi Akpan-Ita**
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Phone: 08033019575
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- 2. Mrs. Roseline Oputa**
Director, Sales/ Marketing
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