

**FEDERAL PUBLIC SERVICE COMMISSION
(Curriculum & Research Wing)**

**Schemes and Syllabi for Screening/Professional Tests as well as Descriptive Examination
Relating to Posts Advertised under Consolidated Advertisement No. 12/2017**

1.	301/2017	<p>Assistant Director Culture (BS-17 Plus 25% Special Pay), Tourism, Youth Affairs, Sports, Culture and Archaeology and Museum Department, Gilgit Baltistan, Ministry Of Kashmir Affairs And Gilgit Baltistan.</p>	<p>Second Class or Grade 'C' Mastedegree in Social Sciences/ MBA/ MPAfrom a university recognized by HEC.</p>	<p>Objective Type Test (MCQ) Part-I English = 20 marks Part-II Professional Test=80 marks</p>	<p>Part-I Vocabulary, Grammar Usage, Sentence Structuring. Part-II</p> <ul style="list-style-type: none"> • Mountaineering Rules & Regulations • Trekking Rules & Regulations • Issuance of Mountaineering/ Trekking permits Gilgit-Baltistan • Gilgit-Baltistan Council System of Financial Conand Budgeting Rules, 2010. • Gilgit-Baltistan Council Rules of Business, 2010
----	----------	---	---	---	--

**Schemes and Syllabi for Written Examination (Descriptive)
for All Posts in BS-18 & BS-19 included in Consolidated
Advertisement No. 12/2017**

PAPER-I: ENGLISH

Max Marks: 100

Time Allowed: 3 Hours

(i) **English Essay-50 Marks:** Candidates will be required to write an Essay in English comprising **1500 words** from a set of **six given topics**. Candidates are expected to reflect comprehensive and research based knowledge on a selected topic. Candidate's articulation, expression and technical approach to the style of English Essay writing will be examined.

(ii) **English (Composition and Précis)-50 Marks:**

The examination will test the candidate's abilities to handle Précis Writing, Reading Comprehension, Sentence Structuring, Translation, Grammar and Vocabulary, etc.

Précis Writing (10 marks): A selected passage with an orientation of generic understanding and enough flexibility for compression shall be given for précising and suggesting an appropriate title.

Reading Comprehension (10 marks)

A selected passage that is rich in substance but not very technical or discipline-specific shall be given, followed by five questions, each carrying 2 marks.

Grammar and Vocabulary (10 marks): Correct usage of Tense, Articles, Prepositions, Conjunctions, Punctuation, Phrasal Verbs, Synonyms and Antonyms etc.

Sentence Correction (5 marks): Ten sentences shall be given each having a clear structural flaw in terms of grammar or punctuation. The candidates shall be asked to rewrite them with really needed correction only, without marking unnecessary alterations. No two or more sentences should have exactly the same problem, and 2-3 sentences shall be based on correction of punctuation marks.

Grouping of Words (5 marks): A random list of ten words of moderate standard (neither very easy nor utterly unfamiliar) shall be given, to be grouped by the candidates in pairs of those having similar or opposite meaning, as may be clearly directed in the question.

Pairs of Words (5 marks): Five pairs shall be given of seemingly similar words with different meanings, generally confused in communication, for bringing out the difference in meaning of any five of them by first explaining them in parenthesis and then using them in sentences.

Translation (5 marks): Ten short Urdu sentences involving structural composition, significant terms and figurative/idiomatic expressions shall be given, to be accurately translated in English.

SUGGESTED READINGS

Sr. No.	Title	Author
1.	English Grammar in Use	Raymond Murphy (Cambridge University Press)
2.	Practical English Usage	M. Swan (Oxford University Press)
3.	The Little, Brown Handbook	H. Ramsey Flower & Jane Aaron (The Little, Brown & Co; Harper Collins)
4.	A University English Grammar	R. Quirk & S. Greenbaum (ELBS; Longmans)
5.	Write Better, Speak Better	Readers Digest Association
6.	Modern English in Action	Henry Christ (D.C. Heath & Co.)
7.	Exploring the World of English	Syed Saadat Ali Shah

PAPER-II: PROFESSIONAL

Max Marks: 100

Time Allowed: 3 Hours

Case No.	F.4-304/2017-R
Particulars of post	Assistant Chief/ Planning Officer (BS-18 Plus 25% Special Pay), Planning & Development Department, Gilgit Baltistan, Ministry of Kashmir Affairs and Gilgit Baltistan.
Minimum Qualification & Experience:	i. Second Class or Grade 'C' Master's degree in Economics or equivalent qualifications from a University recognized by the HEC. ii. Five (5) years post qualification experience in Economic Research, Development, Economics, International Economics and other fields of Planning and Development.

Part-I: (Research and Planning)

50 Marks

i. Communication Skills, Technical Writing and Presentation Skills

Paragraph writing, Essay writing, Translation skills, Study skills, Academic skills, Academic writing, Technical Report writing, Progress report writing, Presentation skills

ii. Planning and Management

a) Project Management

Project Management, Project Plan Development, Processes Integration Management, Project Plan Execution and Overall Change Control

b) Scope Management

Initiation, Scope Planning, Scope Definition, Scope Verification and Scope Change Control.

c) Time Management

Activity Definition, Activity Sequencing, Activity Duration Estimation, Schedule Development and Schedule Control.

d) Communications Management

Communications Planning, Information Distribution, Performance Reporting and Administrative Closure.

e) Statistical Techniques

All statistical techniques related to Planning & Research

Part-II: (Economics)

50 Marks

I. Micro Economics

Consumer behaviour, Determination of market demand and supply i.e. concept of elasticity of Demand & Supply, Static, Comparative Static Analysis, Distinction between partial and general equilibrium analysis (basic level) theory of the Firm, Producer's equilibrium, Pricing factors of production

II. Macro Economics

Basic Economic Concepts, National Income Accounting, Consumption Function, Multiplier, Accelerator, Component of Aggregate Demand, Labour Demand and Supply, Un-Employment, Determination of equilibrium level of income and output (at least with

reference to two or three school of thought), Inflation.

III. Public Financing

Government expenditure, Sources of Government Revenue, Privatization, Taxes and non- taxes, Incidence of different taxes, Public Debt, Objectives, methods of repayment, Deficit financing, General Equilibrium Analysis, Welfare Economics, Fiscal Policy.

IV. Role of Foreign Trade and Aid in Economic Development

Trends in Pakistan's Balance of Payments, Terms of Trade, Changes in direction of trade, Trends in Pakistan's major exports and imports, Causes of significant changes in the trends, the role of migration and remittances in Pakistan's economy, costs and benefits of Foreign Aid, Role of Foreign Investment.

V. Major Issues in Pakistan Economy

Energy crisis, Corruption, Bad governance, External debt accumulation and dependency, Unemployment, Income inequality, Inflation, Fiscal and trade deficits, Balance of payment issues, Shortage of irrigation water.

SUGGESTED READINGS

S. No.	Title	Author
1.	Practical English Grammar	A.J. Thomson and A.V. Martinet.
2.	Study Skills	Riachard Yorke
3.	Writing. Advanced	Ron White.
4.	Patterns of College Writing	Laurie G. Kirszner and Stephen R. Mandell.
5.	The Mercury Reader. A Custom Publication.	Janice Neulib; Kathleen Shine Cain; Stephen Ruffus and Maurice Scharon.
6.	Project Management Body of Knowledge,	Project Management Institute (PMI) standards committee
7.	Software Project Management	S.A. Kelkar, A Concise Study, Prentice Hall of India.
8.	A Text-book of Economics Theory	Stonier & Hague
9.	Government Finance—An Economic Analysis	Due John, F.
10.	Microeconomic	Ferguson, C.E. & Gould, J.P., Nicholson, Mankiw
11.	Macroeconomics	Rudigar Dorubush and Stanley Fisher Blanchard
12.	Foreign Aid Theory and Practice in Southern Asia	Wolf, Jr. DC
13.	History of International Trade	Findlay, R and O' Rourke, K