

POLICY & STRATEGIC PLANNING UNIT (PSPU)

APPROVED CONTENT WEIGHTAGES

SR. NO	NAME OF POST	BPS	AREAS / TOPIC / CONTENTS	% WEIGHT
1	Assistant Director Environmental Health	17	English (Grammar, Vocabulary & Comprehension)	10%
			Analytical Reasoning	10%
			Quantitative	10%
			Ecology and Applied Ecology	5%
			Environmental Microbiology and Biotechnology	5%
			Environmental and Occupational Health	5%
			Hazardous waste	10%
			Air Pollution	10%
			Food Protection	5%
			Environmental Profiles of Pakistan and Environmental Economics	5%
			Natural Resource Management, Biodiversity and Conservation	5%
			Environmental Monitoring and Analytical Techniques	5%
			Descriptive:-	15%
			How to promote community health environmental?	-
			Government invitation to address environmental Health rules	-
			Key challenges related to environmental health	-
			2	Assistant Director Epidemiology
Analytical Reasoning	10%			
Quantitative	10%			
Descriptive Epidemiology	10%			
Analytical Epidemiology	5%			
Infectious Disease Epidemiology	5%			
Immunity	5%			
Epidemiological Measures	5%			
Descriptive Statistics	5%			
Statistics: Normal Distribution, Population Mean, Sampling Distribution, Hypothesis Testing	5%			
Type I error, Type II error	5%			
Difference between Correlation and Regression	5%			
Power of Test, Standard error of estimate	5%			
Descriptive:-	15%			
Initiatives of government of Punjab for healthcare improvement	-			
Key health challenges in Pakistan	-			
Socio economic problem of Pakistan	-			
			English (Grammar, Vocabulary & Comprehension)	10%
			Analytical Reasoning	10%
			Quantitative	10%
			Basic of Public Health and Scope	5%

3	Assistant Director Public Health	17	Key Areas of Public Health	5%
			Nutrition, Reproductive, Environmental Health	5%
			Epidemiology	5%
			Biostats	5%
			Health Education	5%
			Cummunity Health	5%
			Health Economics/ Health Indices in Public Health	5%
			Mother and Child care in Public Health	5%
			Level of prevention in Public Health	5%
			Infectious diseases in Public Health	5%
			Descriptive:-	15%
			Role of Public Health in Healthcare services	-
			Initiatives of government of Punjab for healthcare improvement	-
			How we can improve nutrition profile of the children	-
4	Research Associate	17	English (Grammar, Vocabulary & Comprehension)	10%
			Analytical Reasoning	10%
			Quantitative	10%
			Microeconomics	5%
			Macroeconomics	5%
			Regression Analysis and Correlation	10%
			Sampling Techniques	10%
			Research and its type	5%
			Research Methodology	5%
			Statistical techniques (Graphical analysis, Comparison of 4 level of data,	5%
			Structure of health sector in Punjab	5%
			Research Design	10%
			Data Collection Methods	10%
			5	IT Specialist
Analytical Reasoning / Quantitative	10%			
General Knowledge (Pakistan Studies) / Islamic Studies	10%			
Programming Fundamentals	20%			
Computer Communication and Networks	10%			
Software Engineering & Development	20%			
Data Security and Data Management	10%			
Troubleshooting (Network/Hardware)	10%			
6	Data Analyst	17	English (Grammar, Vocabulary & Comprehension)	5%
			Analytical Reasoning / Quantitative	10%
			General Knowledge (Pakistan Studies) / Islamic Studies	5%
			Basic Computer Knowledge	30%
			Data Analysis Techniques	50%

7	Assistant	16	English (Grammar, Vocabulary & Comprehension)	5%
			Analytical Reasoning / Quantitative	5%
			General Knowledge (Pakistan Studies) / Islamic Studies	5%
			Basic Computer Knowledge (MS-Word, Excel & PowerPoint)	40%
			PPRA Rules (2014)	20%
			Manual of Secretariat instruction (Punjab)	10%
			Administrative Procedures	10%
			MEAs Data (Applicaion, dashboard SOPs, knockdown)	5%
8	Accountant	15	English (Grammar, Vocabulary & Comprehension)	5%
			Analytical Reasoning / Quantitative	5%
			General Knowledge (Pakistan Studies) / Islamic Studies	5%
			PPRA Rules (2014)	20%
			The Punjab Delegation of Financial Powers Rules, 2016	30%
			Auditing	5%
			Manual of Secretariat instruction (Punjab)	30%
9	Junior Computer Operator	12	English (Grammar, Vocabulary & Comprehension)	5%
			Quantitative	20%
			General Knowledge (Pakistan Studies) / Islamic Studies	5%
			Basic Computer Knowledge	70%
10	Store Keeper	11	English (Grammar, Vocabulary & Comprehension)	5%
			Quantitative	30%
			General Knowledge (Pakistan Studies) / Islamic Studies	5%
			Basic Computer Knowledge (MS-Word, Excel, PowerPoint)	20%
			Register (Asset/Stock/Dead/log book)	20%
			Inventory Management	20%
11	Receptionist	7	English (Grammar, Vocabulary & Comprehension)	5%
			Quantitative	5%
			General Knowledge (Pakistan Studies) / Islamic Studies	30%
			Communication Skills	10%
			Front Desk System	50%