

नेपाल वायुसेवा निगम
प्रशासन सेवा, लेखा समूह, नवौं तहको आन्तरिक प्रतियोगितात्मक परीक्षाको
पाठ्यक्रम

परीक्षा योजना (Examination Scheme)

१. प्रथम चरण : लिखित परीक्षा (Written Examination) (पूर्णाङ्क २००)							
पत्र	विषय	पूर्णाङ्क	उत्तीर्णाङ्क	परीक्षा प्रणाली		प्रश्न संख्या X अङ्क	समय
प्रथम	सार्वजनिक प्रशासन र व्यवस्थापन	१००	४०	विषयगत	विश्लेषणात्मक एवं समस्या समाधानमूलक लामो उत्तर	५ प्रश्न X २० अङ्क	३ घण्टा
द्वितीय	सेवा सम्बन्धी	१००	४०	विषयगत	विश्लेषणात्मक एवं समस्या समाधानमूलक लामो उत्तर	५ प्रश्न X २० अङ्क	३ घण्टा
२. द्वितीय चरण : अन्तर्वार्ता (पूर्णाङ्क ३०)							
विषय		पूर्णाङ्क	परीक्षा प्रणाली		समय		
व्यक्तिगत अन्तर्वार्ता		३०	मौखिक		-		

द्रष्टव्य :

१. लिखित परीक्षाको माध्यम भाषा नेपाली वा अंग्रेजी वा दुवै हुनेछ ।
२. प्रथम र द्वितीय पत्रको लिखित परीक्षा छुट्टाछुट्टै हुनेछ ।
३. लिखित परीक्षामा यथासम्भव पाठ्यक्रमका सबै एकाइहरूबाट प्रश्नहरू सोधिनेछ ।
४. दुवै पत्रका प्रत्येक खण्डको लागि छुट्टाछुट्टै उत्तर पुस्तिकाहरू हुनेछन् र परीक्षार्थीले एउटै उत्तर पुस्तिकामा एकभन्दा बढी खण्डको उत्तर दिन पाउने छैनन् ।
५. यस पाठ्यक्रम योजना अन्तर्गतका पत्र/विषयका विषयवस्तुमा जेसुकै लेखिएको भए तापनि पाठ्यक्रममा परेका कानून, ऐन, नियम तथा नीतिहरू परीक्षाको मिति भन्दा ३ महिना अगाडि (संशोधन भएका वा संशोधन भई हटाइएका वा थप गरी संशोधन भई) कायम रहेकालाई यस पाठ्यक्रममा परेको सम्झनु पर्दछ ।
६. प्रथम चरणको परीक्षाबाट छनौट भएका उम्मेदवारलाई मात्र द्वितीय चरणको परीक्षामा सम्मिलित गराइनेछ ।
७. यस भन्दा अगाडि लागू भएको माथि उल्लिखित सेवा/समूहको पाठ्यक्रम खारेज गरिएको छ ।
८. पाठ्यक्रम लागू मिति :- २०७९।०१।०४

Nepal Airlines Corporation

Curriculum for Internal Competition

for

Level 9, Administration Service, Account Group

Paper- First: Public Administration and Management

Time: 3 Hours

Full Marks: 100

Section – A (2x20=40 Marks)

1. Public Policy: Concept, Formulation, Implementation, Monitoring and Evaluation, Problems and challenges in the processes of various stages of public policy
2. Current National Policies: Trade Policy, Aviation Policy, Tourism Policy, Foreign Assistance Policy, Monetary Policy, Fiscal Policies
3. Envisioning Governance and Public Service
4. Public Services in Nepal
5. Unionism and Its Impacts in Public Sector Performance
6. Role of Public Service Commission in Strengthening the Personnel Management of the Nepalese Public Sector Organizations
7. Citizen-administration Interface
8. Resource Mobilization (Internal and External): Opportunities and Threats
9. State Responsibility

Section – B (1x20=20 Marks)

10. Legislative Process (in the context of Nepal)
11. International Transit and Trade Facilitations
12. Connectivity of Nepal with Neighboring Countries
13. Major international Institutions, agencies and Fora
14. Human Rights and International Humanitarian Law
15. Present Constitution of Nepal

Section – C (1x20=20 Marks)

16. Public enterprises and Agencification of State Services
17. International Organizations: Multinational Corporations, INGOs and GOs
18. Inter-organizational Context of Administrative system: Development of Intergovernmental Relations, Working with Non-profit Organizations and the Private Sector
19. Development of Private Sector in Nepal: Efforts, Achievements and Challenges
20. Decision Making Process in the Nepalese Public enterprises
21. Civic Engagement in Development
22. Contemporary Development Paradigm: Human Development, Sustainable Development, Inclusive Development, Economic Diplomacy

Section – D (1x20=20 Marks)

23. Contemporary Issues: Environmental and Ecological Problems, Global Warming, Climate Change, Terrorism, Globalization, Poverty, Unemployment, Human Trafficking, Drug Trafficking, Cyber Crime, Transnational Threats
24. International Civil Aviation
25. Emerging Concept and Contemporary Issues in Public Management

Nepal Airlines Corporation

Curriculum for Internal Competition

Level 9, Administration Service, Account Group

Paper Second: Service Related

Time: 3 Hours,

Full Marks: 100

Section - A (2x20=40 Marks)

1. Public Financial Management: Policies, Budgeting, Accounting, Auditing, public financial Measuring Tools and public financial Management System
2. Financial Accountability; Constitutional, legal, institutional and policy arrangements to ensure financial responsibility, role of Chief Accounting Officer, Responsible Person, Board of Directors, Government and Other Oversight Agencies; need of professional code of ethics for accountants and auditors
3. Corporate Governance (in the special context of Nepal Airlines Corporation)
4. Integrity, Ethics, Professionalism and Corporate Social Responsibility

Section - B (1x20=20 Marks)

5. The conceptual framework for financial reporting, Nepal Accounting Standards (NAS) and Nepal Financial Reporting Standards (NFRS) and other national and international good practices
6. Auditing Frameworks: Public Sector Auditing Framework, international Standards of supreme Audit Institutions (ISSAIs), International Standards of Auditing (ISAs), Nepal standards on Auditing

Section - C (1x20=20 Marks)

7. Audit of Corporate Bodies (With special reference to Nepal airlines Corporation)
8. Public Procurement system in Nepal Airlines Corporation
9. Occupational Health and Safety

Section - D (1x20=20 Marks)

10. Managerial Skills: Communication, Decision Making, Coordination,
11. Grievance Management, Negotiation, Conflict Management, Crisis Management, Change Management, Risk Management, Meeting Management, Time Management, Leadership, Motivation, Performance Management, Talent Management