

SYLLABI SCHEME FOR NON-GAZETTED POSTS OF FPSC

S.#	Name of the post	Qualification	Test Specification	Total Marks
1	Assistant (BS-15)	Graduate	English =20Marks Islamic Studies =20 Marks Pak Studies =20 Marks General Knowledge =20 Marks Subject relevant to job =20 Marks	100
2	Statistical Assistant (BS-14)	Second Class Bachelor Degree including Statistics as subject	English =20Marks Islamic Studies =20 Marks Pak Studies =20 Marks General Knowledge =20 Marks Subject relevant to job (Statistics) =20 Marks.	100
3	Stenotypist (BS-14)	Intermediate Shorthand/ Typing speed of 80/40respectively. Must be computer literate	English Typing Test with minimum Speed of 40 W.P.M = 35 Marks English Shorthand Test with minimum Speed of 80 W.P.M= 35 Marks Computer Literacy Test: i) Microsoft word (Typing, Formatting)= 10 Marks ii) Microsoft Excel (Typing, Graph, Calculations)= 10 Marks iii) Microsoft Power Point(Typing, Formatting, Inserting Objects)= 10 Marks	100
4	Upper Division Clerk (BS-11)	Intermediate	English =20Marks Islamic Studies =20 Marks Pak Studies =20 Marks General Knowledge =20 Marks Subject relevant to job =20 Marks	100