

**Approved Content Weightages for Prime Minister Youth Laptop
Scheme-Phase-III
Higher Education Commission-Pakistan**

| S. No. | Title | Criteria and Subject Division | Subject % Weight |
|--------|--|---|------------------|
| 01- | Regional Coordinator (PPS-09) | As per the advertisement | 100% |
| | | English Essay | 20% |
| | | Precis Writing | 10% |
| | | Project Management, HR & Financial Management | 20% |
| | | Secretariat Instruction, Office Procedure, Rules of business, Revised Leave Rules | 15% |
| | | Public Procurement Regulatory Authority Rules | 10% |
| | | Total Quality Management | 10% |
| | | General Knowledge, Current Affairs, Everyday Science | 10% |
| | | IT and Basic Mathematics | 05% |
| 02- | Project Manager (PPS-08) | As per the advertisement | 100% |
| | | English Essay | 20% |
| | | Precis Writing | 10% |
| | | Project Preparation, Monitoring and Evaluation | 15% |
| | | Secretariat Instruction, Office Procedure, Rules of business, Revised Leave Rules | 15% |
| | | Public Procurement Regulatory Authority Rules | 10% |
| | | Basic Computer Knowledge (MS-Word, Excel, PowerPoint) | 10% |
| | | Total Quality Management | 05% |
| | | General Knowledge, Current Affairs, Everyday Science | 10% |
| | | IT and Basic Mathematics | 05% |
| 03- | Technical Monitoring Officer (PPS-08) | As per the advertisement | 100% |
| | | English Essay | 20% |
| | | Precis Writing | 10% |
| | | Secretariat Instruction, Office Procedure, Rules of business, Revised Leave Rules | 10% |
| | | General Knowledge, Current Affairs, Everyday Science | 10% |
| | | Technology management | 10% |
| | | Project requirement analysis | 10% |
| | | Project scope and time management | 10% |
| | | Project Cost management | 10% |
| | | Project risk management | 05% |
| | | Human resource management | 05% |

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| 04- | Project Officer (PPS-07) | As per the advertisement | 100% |
| | | English Essay | 20% |
| | | Precis Writing | 10% |
| | | Project Preparation, Monitoring and Evaluation | 15% |
| | | Secretariat Instruction, Office Procedure, Rules of business, Revised Leave Rules | 15% |
| | | Public Procurement Regulatory Authority Rules | 10% |
| | | Basic Computer Knowledge (MS-Word, Excel, PowerPoint) | 10% |
| | | Total Quality Management | 05% |
| | | General Knowledge, Current Affairs, Everyday Science | 10% |
| | | IT and Basic Mathematics | 05% |
| | | 05- | Accounts Officer (PPS-07) |
| English Essay | 20% | | |
| Precis Writing | 10% | | |
| Secretariat Instruction, Office Procedure, Rules of business, Revised Leave Rules | 15% | | |
| Public Procurement Regulatory Authority Rules | 10% | | |
| Quantitative | 05% | | |
| Basic Computer Knowledge (MS-Word, Excel, PowerPoint) | 10% | | |
| Commerce | 06% | | |
| Cost Accounting | 07% | | |
| Advanced Accounting | 07% | | |
| General Knowledge, Current Affairs, Everyday Science | 10% | | |