

**Approved Content Weightages for the Prime Minister
Scheme for Enabling Youth with Physical Challenges at HEIs
through Electric Wheelchairs.
Higher Education Commission-Pakistan (PPS-01 to PPS-08)**

S. No.	Title	Criteria and Subject Division	Subject % Weight
01.	Project Manager (PPS-8)	As per the advertisement	100%
		Part-I-MCQ's	75 %
		Secretariat Instruction, Office Procedure, Rules of Business, Revised Leave Rules	10%
		Project Preparation, Planning, Monitoring and Evaluation	15%
		Communication Skills	10%
		Fundamentals of IT and (MS-Word, Excel, PowerPoint)	10%
		MS Project	10%
		General Knowledge, Current Affairs, Everyday Science	10%
		Basic Knowledge of PPRA Rules	05%
		Basic Mathematics	05%
		Part-II Descriptive Portion	25 %
		English Essay	15%
		Precis Writing	10%
02.	Office Assistant PPS-05	As per the advertisement	100%
		English Grammar, Vocabulary & Comprehension-Basic Level	20%
		IQ	10%
		Quantitative- Basic Level	10%
		Fundamentals of IT and (MS-Word, Excel, PowerPoint)	15%
		Secretariat Instructions	10%
		Record Keeping/Filing	10%
		Administrative Procedures	10%
		Business Communication	05%
		General Knowledge (Pakistan Studies)	05%
		Islamiyat/Ethics	05%
03.	Attendant PPS-01	As per the advertisement	50 MCQs
		English	05
		Urdu	05
		Pakistan Studies	05
		Islamiyat/Ethics	10
		IQ	10
		Job Skills	15
		Paper will be in Urdu except English part	