

नेपाल राष्ट्र बैंक

प्रशासन सेवातर्फको अधिकृत तृतीय पद खुल्ला प्रतियोगिताको लिखित परीक्षाको पाठ्यक्रम

यस बैंकमा प्रशासन सेवातर्फको अधिकृत तृतीय पदपूर्ति गर्न खुल्ला प्रतियोगिताद्वारा लिइने लिखित परीक्षाको प्रश्नहरू अंग्रेजीमा सोधिने छन् । प्रतियोगीहरूले नेपाली वा अंग्रेजी कुनै एक माध्यमबाट उत्तर दिन सक्नेछन् । लिखित परीक्षाको पत्र, विषय, पूर्णाङ्क, समय तथा परीक्षा प्रणाली सम्बन्धी विवरण निम्नानुसारको हुनेछ ।

पत्र	विषय	पूर्णाङ्क	समय	परीक्षा प्रणाली
प्रथम	Microeconomics, Financial Management, Development Economics and International Trade	१००	४ घण्टा	विषयगत
द्वितीय	Macroeconomics, Monetary and Fiscal Policies, General Management and Human Resource Management	१००	४ घण्टा	विषयगत
तृतीय	Research Methodology, Computer Operating Knowledge and General Ability	१००	४ घण्टा	विषय र वस्तुगत

पाठ्यक्रमको विस्तृत विवरण संलग्न छ ।

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**Microeconomics, Financial Management, Development Economics
and International Trade**

यस पत्रमा प्रश्नहरू चार समूहमा विभाजित हुनेछ । प्रत्येक समूहबाट चार प्रश्न सोधिने छ । यी प्रश्नहरूमध्ये प्रतियोगीहरूले दश प्रश्नको उत्तर दिनु पर्नेछ । प्रत्येक समूहबाट एक/एक प्रश्नको उत्तर दिन अनिवार्य हुनेछ ।

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Microeconomics

1. Methodology : Inductive and deductive methods; Economic theories- role and assumptions; Importance and uses of micro-economics.
2. Theories of Demand : Indifference Curve analysis; Income, substitution and price effects; Revealed Preference Theory.
3. Theories of Production and Cost : Law of variable proportions, Isoquants and their properties; Cobb-Douglas production function and elasticity of substitution between factors; Cost curves.
4. Price and Output Determination under Various Market Systems: Perfect competition, monopoly, monopolistic competition and oligopoly; Price discrimination and their degrees.
5. Theories of Distribution : Marginal Productivity Theory; Factor pricing in competitive and imperfectly competitive markets.

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Financial Management

1. Financial system and market; Capital market, money market, securities market, market indexes, Bond valuation, financial derivatives Instruments.
2. Financial planning and capital structure management.
3. Financial investment analysis; Capital budgeting; Cost of capital, Portfolio analysis and selection.
4. Financial statements and their analysis - Analysis of financial statements; Financial forecasting; Ratio analysis for measuring performance.
5. Financial institutions and their management – Financial sector reforms in Nepal.

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Development Economics

1. Structure and characteristics of developing economies – Structural diversities in developing countries; Determinants of economic growth; Development issues and challenges; Contemporary theories and approaches to economic underdevelopment.
2. Poverty, inequality, population growth and development; Measuring poverty and inequality; Basic issues and challenges of population growth, Quality of life - issues; Migration and urbanization trends and issues.
3. Development policy-making and role of the state – The nature of development planning, rationale, and the planning process; Problems of implementation and plan failures; Trends in governance and reform.

4. Development planning in Nepal – Development issues in Nepal; Relevance of planning; Tools used in the planning process – Cost-benefit analysis, internal rate of return, financial and economic analysis, logical framework analysis; Challenges of economic development in Nepal.
5. Policy issues in development – Current status and dimensions of economic policies in Nepal; Economic liberalization policies adopted by Nepal and their impact; Privatization policy and its effective implementation; Foreign aid trend, composition and its utilization in Nepal; Major Issues and challenges; Economic diplomacy; Foreign direct investment – concepts, current status, and future prospects in the context of Nepal.

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International Trade

1. Theories of international trade and investment : from classical to modern theories.
2. Balance of payments: Causes of dis-equilibrium and the theories of adjustment.
3. Foreign exchange rate determination - theories of foreign exchange, fixed vs flexible exchange rate systems.
4. Regional economic cooperation–concept, structure and working of SAARC, ASEAN, EU and BIMSTEC; Comparative perspective of trade and development.
5. World Trade Organization – Objectives, Structure, Nepal's commitments and achievements.
6. Nepal's foreign trade policy – Import-substitution vs export-promotion; Instruments of foreign trade policy; Open economy and the case for free trade; Free trade vs protection; Basic tariff analysis; Balance of trade issues; Effects of existing trade policies; Bilateral and multilateral trade agreements strategies and issues.

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द्वितीय पत्र

Macroeconomics, Monetary and Fiscal Policies, General Management and Human Resource Management

यस पत्रमा प्रश्नहरू चार समूहमा विभाजित हुनेछ । प्रत्येक समूहबाट चार प्रश्न सोधिने छ । यी प्रश्नहरूमध्ये प्रतियोगीहरूले दश प्रश्नको उत्तर दिनु पर्नेछ । प्रत्येक समूहबाट एक/एक प्रश्नको उत्तर दिन अनिवार्य हुनेछ ।

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Macroeconomics

1. National Income Accounting : Concepts of GDP, GDP measurement, GDP computation in Nepal and associated problems.
2. IS-LM Model : The IS-LM curves - comparative static analysis of IS-LM model; Changes in fiscal and monetary policy instruments in the IS-LM model.
3. Theories of Consumption and Savings : Life cycle and permanent income hypotheses; Rational and Adaptive Expectations.
4. Inflation and Unemployment : Concepts and costs of inflation; Concepts and costs of unemployment; Tradeoff between inflation and unemployment.
5. Growth Theories : Harrod-Domar; Solow-Swan; Technical progress in Neo-classical model, Implications of the Neo-classical model.
6. Stabilization Policies : Prospects and problems.

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Monetary and Fiscal Policies

1. Theories of Money Demand: Quantity theory, Keynesian theory and Portfolio theory.
2. Money Supply: Definition and factors affecting money supply, High powered money and money multiplier.
3. Money and Interest rates.
4. Monetary Policy of Nepal: Objectives, targets and tools; Roles of Nepal Rastra Bank in monetary and financial stability.
5. Inflation: Causes measurement and consequences.
6. Fiscal Policy: Objectives, importance, crowding out effect - structure of revenue and pattern of expenditure; Current tax structure and issues, Problems in Value Added Tax; Government budgetary management .

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General Management

1. Management System - Management function and processes; Emerging concepts; Managerial roles and skills; Contemporary challenges for managers; Ethics and social responsibility; Good corporate governance-objectives and challenges.
2. Strategic Planning - Strategic planning process; Assessment of organizational environment - environmental scanning and SWOT analysis; Strategy formulation - mission, goals, objectives, strategies, and plans; Organizational portfolio plans; Strategy implementation and control.

3. Organizational Structure - Dimensions and forms of organizational design; Approaches to organizing; Departmentation, power and authority structure, and decentralization; Emerging concepts in organizing.
4. Decision making and Problem solving - Processes; Group decision making; Techniques for stimulating creativity; Information technology in decision making; Crisis management; Quantitative tools for decision making.
5. Leadership and communication - Approaches and modern views; Management of work groups and team work; Inter-group conflicts and their management; Communication structure - barriers and facilitators.
6. Supervision, Monitoring, Control and Quality - Supervision and monitoring systems and techniques; Organizational control system - dimensions and necessary conditions for control; Information system for effective control system; Quality control; Quality management - TQM techniques, factors affecting quality, and managerial role in QTM; Benchmarking and quality assurance techniques; Managing change and development in organizations.

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Human Resource Management

1. HRM System - Components, functions and design; HRM and organizational performance; Competitive advantage through people; HR Planning - Forecasting; Job analysis; Selection tests; Managing workforce diversity.
2. HRD Framework, Employee Empowerment, and Capacity Building - Methods of employee training and management development; Methods of work-based training and management development; Evaluation of training effectiveness; Employee empowerment and capacity building - objectives, methods and processes; Succession planning.
3. Motivation and Performance - Motivation through compensation, gain sharing, job redesign, participation, quality of work life; Motivation and retention issues.
4. Performance Evaluation - Criteria and techniques; Administering performance evaluation; Career development.

5. Employee Commitment and Productivity - Objectives, measurement techniques and issues; Organizational citizenship behavior; Flexible Working - Job rotation, job sharing, shift-working, family-friendly working, tele-commuting; Team roles at work.
6. Contemporary challenges and problems of HRM and labour relations.



तृतीय पत्र

Research Methodology, Computer Operating Knowledge and General Ability

यस पत्रलाई तीन समूहमा विभाजित गरिएको छ जसमा समूह “क” पचास अङ्कको, समूह “ख” र समूह “ग” पच्चिस/पच्चिस अङ्कको हुनेछ। समूह “क” र समूह “ख” विषयगत तथा समूह “ग” को प्रश्न वस्तुगत हुनेछ। समूह “क” दुई घण्टाको, समूह “ख” र समूह “ग” एक/एक घण्टाको हुनेछ।

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Research Methodology

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यसमा सात प्रश्नहरू सोधिनेछ जसमध्ये पाँच प्रश्नहरूको उत्तर दिनु पर्नेछ।

1. Introduction to Research – Features, nature and process of scientific research; Basic and applied research; Quantitative and qualitative research; Role of research in economics and management .
2. Steps in Research – Literature review-sources of the literature, phases in the review, and format of review presentation; Problem definition; Theoretical framework– propositions, concepts, constructs, and variables; Hypothesis formulation.
3. Research Design – Research design; Types of design – exploratory, descriptive, developmental, explanatory, survey and action research; Measurement and scaling – construction of attitude scales; Reliability and validity of measurement.
4. Sampling – Sampling design; Sampling process; Types of sampling – probability and non-probability; Determining the sample size; Sampling Vs non-sampling errors and the methods of minimizing such errors.
5. Data Collection – Classification of primary and secondary data; Questionnaire – contents, design, and administration; Research interviews – personal and telephone; Direct observation; Using Internet for data collection; Fieldwork management.
6. Data Analysis – Preparing and presenting data; Summarizing data – graphs and charts; Statistical analysis – descriptive and inferential, parametric and non-parametric; Analysis of qualitative data .

7. Research Proposal – Purposes; Types; Structuring the research proposal – contents and formats; Evaluating the research proposal.
8. Research Report – Presentation of a research report; Types of report; Report process; Formats and styles of report writing; Uses of citations and references.

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Computer Operating Knowledge

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यसमा सात प्रश्नहरू सोधिनेछ जसमध्ये पांच प्रश्नहरूको उत्तर दिनु पर्नेछ ।

- 1 Introduction to Computer Operating System
- 2 Windows Operating System
- 3 Word Processing Packages
- 4 Spread Sheet Package
- 5 Presentation Software: MS Power Point
- 6 Graphical Package
- 7 Utility Software: WinZip
- 8 Introduction to Databases

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General Ability Test

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यसमा सय प्रश्नहरू सोधिनेछ ।

- 1 Verbal ability
- 2 Quantitative ability
- 3 Logical reasoning ability
- 4 General awareness

