

SINDH PUBLIC SERVICE COMMISSION THANDI SARAK, HYDERABAD

**PROCEDURE, SYLLABUS AND REQUIREMENTS FOR ADMISSION
TO THE COMBINED COMPETITIVE EXAMINATION**

1. The Government, reserves the right not to hold Examination or not to fill any post or to fill more or less than the number of vacancies or add any other post, to the posts already announced by the Commission.
2. The Examination may be held at Karachi/Hyderabad/Sukkur/Larkano. However the Commission reserves the right to finally decide the place where the candidate would be examined or interviewed.
3. Exact date of the Examination will be announced by the Commission in the due course of time.
4. The application forms are entertained only "**Online**".
5. (A) The fee of, **Rs.1000/-** only must be deposited on or before the closing date in a Government Treasury or in a Branch of State/National Bank of Pakistan in Sindh or in a State Treasury authorized by Govt. of Sindh to transact the business on its behalf. On the Challan:
 - a. Name of the candidate
 - b. Name of post applied for and
 - c. Head of Account "**C02101-Organ of State-Exam Fee (SPSC Receipts)**", should be clearly mentioned. A copy of Challan should be attached with the Application Form. If the name of the candidate, the post applied for or the Head of Account is not or incorrectly mentioned on the application form it shall be rejected.(B) No claim for refund of Examination Fee shall be entertained in any circumstances. Neither it shall be held in reserve, nor shall be credited for another Examination/Selection.
6. Both-Male and Female citizens of Pakistan (unless required otherwise by the Recruitment Rules) having Domicile and Permanent Residence in Sindh are eligible.
7. A married Woman must produce her own Domicile and Permanent Residence Certificate on (Form D).
8. (a) No person shall be admitted to the Examination unless He/She:-
 - i. Is a Graduate from a recognized University.
 - ii. Is not less than 21 years and not more than 30 years on 1st of September, of the advertisement year.
 - iii. In the case of candidates from schedule castes the upper age limit is 31 years on 1st September, of the advertisement year.(b) In the case of candidates who are serving in connection with the affairs of the Federation and are Domiciled in Sindh and persons serving in connection with the affairs of the Province of Sindh with a total service of at least Four years on 1st September, of the advertisement year, the upper age limit shall be 35 years.

NOTE: Employees of autonomous/Semi-autonomous bodies/ Local Bodies etc are not Eligible for this concession.

9. The following documents must be sent along with the application form:-
 - i. A Certificate from the University that the candidate has passed the Degree Examination.
 - ii. Certificate from the Controller of Examinations of the University showing the exact date of the announcement of the result.
 - iii. Matriculation or Secondary School Certificate issued by the concerned Board showing the date of birth.
 - iv. Domicile Certificate from the concerned Authority of the District to which the candidate belongs.
 - v. Permanent Residence Certificate (Form-D) of the candidate himself/herself as required under Rule 7 of the Sindh Permanent Residence Certificate Rules 1971 for the purpose of recruitment to Public Service in Sindh.
 - vi. The candidate must upload latest passport size photo with white background facing camera directly with both eyes open and full face in view.
 - vii. The following Character Certificate in case the candidate is not a Government Servant:-
 - A. From the Principal or Academic Officer of his/her University or College or School last attended, and,
 - B. From two responsible persons who are well acquainted with him/her in and not connected with his/her University or College or School.

- viii. In the case of those Government Servants who come in the category of para 8 iii(b) a certificate from the Head of Department or Office showing that he/she has atleast four years Government Service at his/her credit on 1st of September, of the advertisement year.
10. The candidate should carefully read the titles of all compulsory and optional subjects mentioned in the electronic application. Options (e.g Domicile, Age, Qualification, Examination Center, Optional Subjects and Preference of Posts etc) once exercised shall not be changed at any subsequent stage.
 11. The application form together with all the required documents and a copy of Treasury Challan should reach the Commission Office at Hyderabad within 15 days after the closing date.
 12. All the documents in Original must be produced on the day of viva-voce before the viva-voce commences, failing which the candidate neither shall be examined nor any other time/date shall be given.
 13. A candidate who knowingly furnishes particulars which are false or suppresses material information or deliberately submits forged certificates or tampers with the material in his/her age or educational certificates, may be disqualified from this and/or subsequent selection(s) examinations to be held by the Commission and shall be recommended to be debarred from further employment under Government.
 14. A candidate who makes false accusations or insinuations against rival candidates(s) shall be disqualified.
 15. A candidate shall not be admitted to the examination hall in case he/she does not bring original C.N.I.C, original Challan and the Admission Slip.
 16. The candidate must reach the examination center atleast 30 minutes before the commencement of the examination. No candidate will be allowed once the examination has commenced.
 17. No candidate is allowed to bring Mobile Phone/Electronic Device/Written Material to the examination center.
 18. **Important Notes:-**
 - a. Answer papers in all the subjects of the Examinations are Secret Documents and therefore shall neither be permitted to be seen by the candidates nor their representatives nor re-examination of the answer books/scripts shall be allowed under any circumstances.
 - b. Canvassing in any form will disqualify a candidate.
 - c. All communications be addressed to Secretary, Sindh Public Service Commission Thandi Sarak, Hyderabad.
 19. **Syllabus and standard for the Competitive Examination is as under:-**
 1. The written examination shall include compulsory and optional subjects.
 2. Every candidate shall take all the compulsory subjects and three of the optional subjects, subject to the following restrictions:-
 - a. Not more than two subjects shall be taken from each group.
 - b. Not more than two subjects shall be taken from among subjects at S.No.10, 11, 18, 19 and 36 (Arabic Literature periods I and II, Islamic History periods I & II and Islamiyat).
 3. A candidate shall answer the papers in English unless otherwise directed.
 4. The details of marks shall be as under:-

i. Compulsory Subjects (Total 05 Subjects)	450 Maximum Marks
ii. Optional Subjects (Total 03 Subjects)	450 Maximum Marks
iii. Viva-Voce	250 Maximum Marks
 5. The compulsory and optional subject(s) and maximum marks fixed for each subject shall be, as shown in the table below:

COMPULSORY SUBJECTS

S.No.	Subjects	Maximum Marks	
1.	English	100	
2.	English Essay	50	
3.	Essay in Urdu/Punjabi/Sindhi/Pashto/Balochi	50	450
4.	General Paper Urdu/Punjabi/Sindhi/Pashto/Baloch	100	
5.	General Knowledge including * Every day Science	150	
6.	Viva Voce	250	

NO CANDIDATE SHALL BE SUMMONED FOR VIVA VOCE TEST UNLESS HE/SHE OBTAINED ATLEAST 33 PERCENT MARKS IN EACH INDIVIDUAL WRITTEN PAPER AND 50 PERCENT MARKS IN THE AGGREGATE OF THE WRITTEN PORTION OF THE EXAMINATION. NO CANDIDATE SHALL BE CONSIDERED TO HAVE QUALIFIED IN THE EXAMINATION UNLESS HE/SHE ALSO OBTAINS ATLEAST 30 PERCENT MARKS IN VIVA VOCE. FAILURE IN OR ABSENCE FROM VIVA VOCE SHALL MEAN THAT THE CANDIDATE HAS FAILED TO QUALIFY FOR APPOINTMENT AND HIS/HER NAME WILL NOT BE INCLUDED IN THE MERIT LIST.

NOTE: NO GRACE MARKS SHALL BE ALLOWED TO ANY CANDIDATE OPTIONAL SUBJECTS

OPTIONAL SUBJECTS

GROUP A

S No.	Subject Name	Maximum Marks
1	English Literature Period I, 1780-1832	150
2	English Literature Period II, 1832-1901	150
3	Arabic	150
4	Persian	150
5	French	150
6	Sanskrit	150
7	Latin	150

S No.	Subject Name	Maximum Marks
8	Germany	150
9	History of Urdu Literature/History of Sindhi Literature	150
10	Arabic Literature Period I	150
11	Arabic Literature Period II	150
12	Persian Literature Period I up to 1500 AD	150
13	Persian Literature Period II after 1500 AD	150

GROUP B

S No.	Subject Name	Maximum Marks
14	Indian History, Period I	150
15	Indian History, Period II	150
16	English History from 1714 AD	150
17	European History from 1789 AD	150
18	Islamic History, Period I	150
19	Islamic History, Period II	150

GROUP C

S No.	Subject Name	Maximum Marks
20	Pure Mathematics	150
21	Applied Mathematics	150
22	Statistics	150

GROUP D

S No.	Subject Name	Maximum Marks
23	Physics	150
24	Chemistry	150
25	Geology	150
26	Applied Chemistry	150
27	Botany	150
28	Zoology	150
29	Agriculture	150
30	Forestry	150
31	Astronomy	150
32	Human Anatomy	150
33	Physiology	150

GROUP E

S No.	Subject Name	Maximum Marks
34	Ethics and Psychology	150
35	Logic and Elements of Philosophy	150
36	Islamiat	150
37	Economics	150
38	Political Science	150
39	Criminal Law	150

S No.	Subject Name	Maximum Marks
40	Civil Law	150
41	Geography	150
42	International Relations	150
43	Commerce Comprising (a) Industrial and Commercial Organization (b) Industrial Commercial Law and (c) Statistics	150
44	Public Administration	150
45	Sociology	150
46	Journalism/ Mass Communication	150

Note: - All the papers except in Essay, shall be of three hours duration. The time allowed for the Essay paper shall be two hours in each case.

If a candidate's handwriting is not easily legible a deduction which may be considerable, may be made on this account from the total marks secured by him/her.

Credit will be given for good English including orderly, effective and exact expression combined with due economy of words in all subjects of the examination and not only in subjects which are specially devoted to English.

Names of candidates who qualify shall be arranged in order of merit according to the aggregate marks obtained at the examination.

Note: - In the event-of a tie, the order of merit shall be determined in accordance with the highest marks secured in the viva voce. Should the marks in the Viva Voce of the candidates be equal then the order of merit shall be decided in accordance with the highest marks obtained by such candidates in the aggregate of the compulsory subjects.



I have read all above instructions carefully and agree/abide all the terms and conditions

I COMPULSORY SUBJECTS

1. English-This paper is intended to test the candidates command of the English Language and may include précis writing, usage of idioms, etc.
2. English Essay:- An essay to be written in English on one of several specified subjects and is intended to test the candidate's ability to compose.
3. Essay in Urdu or Punjabi or Sindhi or Pushto or Baluchi- This paper is intended to test the candidate's command of the language concerned.
4. General paper in Urdu or Punjabi or Sindhi or Pushto or Baluchi This paper is intended to test the ability of the candidates to write the language fluently and to Translate from English into it.
Candidates will be expected to have grasp of the language and to understand poetry and prose.
Knowledge of Literature as such will not form part of this paper.
5. General Knowledge including Everyday Science. This paper is intended to test the candidate's knowledge of current world affairs and also of broad facts of historical, political, geographical and economic importance. A section will be included to test candidate's knowledge and understanding matters of everyday observation and experience in the scientific aspect.
6. Viva Voce- The Viva Voce will be to test, the personal qualities of the candidates. This examination will be in matters of general interest and is intended to test candidates alertness, intelligence and general outlook, Consideration will also be paid to the bearing and physique of the candidate.

II OPTIONAL SUBJECTS

GROUP "A"

Language and Literature

- | | | |
|-----|--|--|
| (1) | English Literature Period I | Scott, Wordsworth, Lamb, Keats, Shelly, Byron and Jane Austen. |
| (2) | English Literature Period II 1832-1901 | Carlyle, Dickens, Thackeray, Tennyson, Browning, Mathew Arnold and Thomas Hardy. |

Note:- Special attention should be paid to the authors named and a candidate will be expected to be familiar with some of their works.

A candidate will also be expected to have studied the literary history of this period and done some independent reading outside the author's named. In marking the paper importance will be attached evidence of wide reading and independent judgement.

- | | | |
|------|--|--|
| (3) | Arabic (4) Persian (5) French | Translation from the language into English and from English into the language. |
| (6) | Sanskrit (7) Latin (8) German | composition on one or more specified subjects. Questions may be asked on the grammar of the language. |
| (9) | History of Urdu Literature/Sindhi Literature | Candidates will be expected to know the best known works in the language and to possess knowledge of the history of the literature and such knowledge of general social history as will enable them to understand the literature. |
| (10) | Arabic Literature Period I | (i) Pre-Islamic Poetry
(ii) The Holy Quran.
(iii) Tafsir Literature.
(iv) Evolution of Hadith Literature.
(v) Origin and Development of early Prose.
(vi) Omayyad Period Poets and Prose writers. |
| (11) | Arabic Literature Period II | (i) Abbasid Period Poets, Scientists, Prose writers, Geographers, Historians, Philosophers, Medical writers, etc.
(ii) Arabic Literature in Spain, Poets, Prose-writers, Geographers, Historians, Philosophers, Medical writers, etc. |
| (12) | Persian Literature Period I | Upto 1500 A.D. |
| (13) | Persian Literature Period II | After 1500 A.D including also the literature produced in the Indo-Pakistan Sub Continent. The Candidates will also be expected to answer questions regarding the cultural background of Persian Literature in both the above periods. |

GROUP "B"

HISTORY

- (14) Indian History Period I India from the first Aryan Settlement to the end of 1526 A.D. Question may also be set on the History of Buddhism outside India.
- (15) Indian History Period II India from 1527 to 1857.
- (16) English History, from 1714 A.D. Standard same as for degree examination.
- (17) European History, from 1789 A.D. Standard same as for degree examination.
- (18) Islamic History Period I
(i) Pre-Islamic Arabia
(ii) The Holy Prophet and Orthodox Caliph
(iii) The Omayyad Period.
- (19) Islamic History Period II
(i) Abbasid Period
(ii) Muslim "Rule" in Spain

GROUP "C"

MATHEMATICS

- (20) Pure Mathematics
- (i) Trigonometry-
De-Moivre's Theorem Hyperbolic and Inverse Hyperbolic functions. Summation of Trigonometric Series. Standard same as for degree examination.
- (ii) (a) Analytical Plane geometry- Rectangular and Polar Co-Ordinates, the Straight lines. Parallel Lines, points at infinity, line at infinity. Pair of Straight Lines, simple case of Harmonic Ranges and pencils. The circle, including, coaxial circles, the ellipse, the Hyperbola and the Rectangular Hyperbola, the Parabola, Transformation of Co-ordinates, Polar equation of conics, tracing of conic given by the General Equation of the second degree.
(b) Analytical Solid geometry, the straight line, the plane, the sphere, equations of Cylinder and one of second and of their tangent plane. Standard same as for degree examination.
- (iii) Algebra-
(a) Theory of Equation, cubic and quadratic equations.
(b) Determinants of third and fourth order, their development and properties. Standard same as for degree Examination.
- (iv) Calculus
(a) Differential Calculus

Function, Limits, Continuity, Definition of Differential Co-efficient, Differentiation of a function of one variable, Roll's Theorem Mean Value Theorem, Successive differentiation, Taylor's and Maclaurin's Theorems with Lagrange's form of remainder, Partial differentiation, Approximation and small, errors Maxima and Minima double points curvature, curve Tracing.

(b) Integral Calculus

Different method of integration, reduction. Formulae integration as the limit of a sum, Definite integral Rectification Quadrature, volumes and Surface of (Solids) of Revolution.

- (A) Difference equation of the- types
(i) $dy+Py$
 dx Q where P and Q are functions of X
(ii) $dy^2 dy-cy$.
 $dx^2+ dx-F(X)/Mx$

Where f(x) is of the form _____ Sin mx or Cos mx Standard same as for degree examination.

(21) Applied Mathematics

- (i) Statistics
Parallelogram and Triangle, of Forces Moments, _____ Couples Condition of equilibrium of a particle and of a rigid body acted on by Coplanar forces, centre of gravity by Calculus method friction. Standard same as degree examination.
- (ii) Dynamics

Velocity, Acceleration, Relative Velocity, Uniformly accelerated rectilinear motion. Motions on an inclined Plane, Simple harmonic motion, Projectiles Motion in a Circle, Conical Pendulum, Simple Pendulum Works, Energy Impulse Standard same as Degree Examination.

(iii) Hydrostatic

Resultant. Thrust on any plane are immersed in a Homogeneous liquid at rest Centre of Pressure Archimedes Principle, Standard same as Degree Examination.

(22) Statistics

(1) Frequency distribution average for centilese and simple methods of measuring dispersion, graphic methods treatment of qualitative data, e.g. investigation of association by Comparison of ratio the practice of graphic and algebraic methods of interpolation.

(2) Practical methods used in the analysis of and interpretation of statistics of prices, wages and incomes, trade, transport, production and consumption, education, etc.

Methods of dealing with population and vital-statistics miscellaneous methods used in handling Statistics of experiments or observation.

(3) Elements of modern mathematical theory or statistics frequency curves arid the mathematical representation of groups generally, accuracy of sampling as effecting averages, percentages, the standard deviation, significance of observed difference between average of groups etc. the theory of Correlation for two variables.

GROUP "D"

SCIENCE

(23) Physics

Mechanics and properties of Matter, Sound, Heat, Light, Magnetism and Electricity as for Degree Examination.

(24) Chemistry

Chemistry paper will include all the three sections (A) Inorganic (B) Physical and (C) Organic Chemistry each carrying equal marks. The standard is the same as for Degree Examination.

(25) Geology

Standard same as for Degree Examination.

(26) Applied Chemistry

Chemical Plant, Chemical Engineering ceramics, Oils, Sugar,

Leather, Soap, and Toilet Products, paper and Cellulose. Derivatives; Food Preservation and Milk Products, Rosin and Turpantine, Paints and varnishes. Coal Carbonization and Road Tars. Fermentation Industries, Water Purification. Waste disposal starch and allied products, Heavy Chemicals, Fertilisers Matches.

(27) Botany.

(28) Zoology.

Standard same as for Degree Examination.

(29) Agriculture.

(30) Forestry.

(31) Astronomy.

(32) Human Anatomy.

Standard same as for Degree Examination.

(33) Physiology.

GROUP "E"

MISCELLANEOUS

- (34) Ethics and Psychology
Standard same as for Degree Examination.
- (35) Logic and Elements of Philosophy
Logic and Elements of Philosophy Logic will cover all the topics usually discussed in Deductive and inductive Logic, including the Categories and the Predicables, the reduction of syllogisms, different kinds of syllogisms, Methods of Induction's and Quantitative Determination. Questions may be set not only on points of doctrine but also on the logical analysis or arguments. Elements of Philosophy will include the following topics:-
(1) The Problem of Philosophy Its relations with common Sense, Science and religion. The Method of Philosophy. The Divisions Of Philosophy.
(2) Theories of knowledge Scepticism Idealism, Realism, Institutionalism, pragmatism.
(3) Theories of Being-Dualism. Menisum Pluralism, Materialism, Spiritualism, Neutral Monum Emergent Evolution.
- (36) Islamiat
The candidates will be expected to have a reasonably good knowledge of Quran, Hadith an the Fiqah. They should be able to answer questions on the following subject;-
(a) Shariat-i-Imam and Arkan-i-Islam.
(b) Holy Prophet's life.
(c) History of the Khulpha-i-Rashideen
The study of the following books is recommended: -
(i) Spirit of Islam By Amir Ali.
(ii) Seerat-un-Nabi by Shibli-Numani
(iii) Khutabat-i-Madras by Syed Suleman Nadvi.
(iv) The Early Caliphate by Muhammad Ali.
- (37) Economics
Standard same as for Degree Examination.
- (38) Political Science
Political Science Standard same as for Degree Examination.
- (39) Criminal Law
The Pakistan Penal Code. The Evidence Act. And the Criminal Procedure Code.
- (40) Civil Law.
Note:
The Evidence Act, The Civil Procedure Code, Limitation Act for paper in Subject (37) and (38) bare copies of the Relevant Act will be provided.
- (41) Geography
General and Political Geography of the World. A special Knowledge of the Geography of Pakistan, India and adjoining countries will be expected. Contours and Elementary Principles of land Surveying Questions of Physical and Economic Geography may be set.
- (42) International Relations
(1) European and U.S.A Affairs since 1919, with special reference to the following topics :-
(a) The Versailles Settlements.
(b) The League of Nations and U.N.O.
(c) Soviet Foreign Policy.
(d) The Second World War.
(e) Foreign Policy of U.S.A
(f) Fascism and National Socialism.
(g) The Current International Situation.
(2) Eastern Affairs since 1919, with special reference to the following topics:-
(a) The Expansion of Japan.
(b) The Chinese Civil War.
(c) The Freedom Movements in South East Asia.
(d) The Palestine problems and the Arab States.
(e) The Egyptian Nationalism.

- (43) Commerce
- (f) Turkey and Her Foreign Policy.
 - (g) International Rivalries in Iran and Afghanistan.
 - (3) Geographical Aspects of International Relations
Comprising:-
 - (a) Industrial and Commercial Organisation.
 - (b) Industrial and Commercial Law; and
 - (c) Statistics.
- (44) Public Administration
Legal and Institutional Setting. Principles of Organization, Internal Management and Control, Personal Management, Fiscal Management Planning and Special Problems in Administration.
- (45) Sociology
Definition, Scope and methods of Sociology, Study of Social Problems, Population, Race, Relations, Disorganization of Families, Crime, etc. History of Social Thought Social Structures Like Government, Family, etc. Community and community organization with study of Ecology and Group Relationship. Family, Marriage and Population problems with Special Reference to Social Problems of Pakistan.
- (46) Journalism/Mass Communication
Islamic Studies/Ethics for Non- Muslims, Computer Skills /Statistics, Introduction to Mass Communication, History of Mass Media, General Mathematics/Geography/Culture & Civilization, Rural Development/ Environmental Science / General Science, Theories of Communication, Media Psychology, Rural Journalism, Media & Human Rights, Mass Media Laws & Ethics, Social Media, Development Communication, Contemporary News & Views, Advertising & P.R, Media Management & Marketing, Peace Journalism.

Sd
Controller of Examination,
Sindh Public Service Commission
Hyderabad