

Proposed Content Weightages for Recruitment Tests at University of Layyah

Category	Title	Criteria and Subject Division	Subject Weight
1.	Assistant (BS-16)	As per the advertisement	100 MCQ's
		Verbal Reasoning	20%
		Analytical Reasoning	10%
		Record Keeping & Administrative Procedures	15%
		Fundamentals of IT and (MS-Word, Excel, PowerPoint)	15%
		Fundamentals of Management	10%
		Simple Letter Drafting	10%
		General Knowledge	10%
		Islamiyat/Ethics	10%
2.	Sub Engineer (Civil) (BS-14)	As per the advertisement	100 MCQ's
		English Grammar, Vocabulary & Comprehension-Basic Level	20%
		Analytical Reasoning	10%
		Introduction to the Drawing Equipment	10%
		Horizontal and Vertical Control, Construction Surveys	10%
		Soil Mechanics	10%
		Leveling and Contouring	10%
		Construction Management	10%
		Building Material	10%
		Elements of Structural Drawing and Detailing	10%
		Introduction	
3.	Junior Clerk (BS-11)	As per the advertisement	100 MCQ's
		English (Grammar, Vocabulary and Comprehension)	20%
		Quantitative Reasoning	10%
		Pakistan Studies	10%
		Fundamentals of IT and (MS-Word, Excel, PowerPoint)	20%
		Simple Letter Drafting	10%
		Office Management / File Managements	10%
		General Knowledge	10%
		Islamiyat/Ethics	10%

4.	Junior Store Keeper (BS-7)	As per the advertisement	100 MCQ's
		English (Grammar, Vocabulary and Comprehension)	20%
		Quantitative Reasoning	10%
		IQ	10%
		Record Keeping & Office Procedures	10%
		Inventory & Store Management Basics	10%
		Pakistan Studies	10%
		Fundamentals of IT and (MS-Word, Excel, PowerPoint)	10%
		General Knowledge	10%
		Islamiyat/Ethics	10%
5.	Junior Lab Attendant (BS-1)	As per the advertisement	50 MCQ's
		English	10
		General Knowledge	10
		Islamiyat	10
		IQ	05
		Physics, Chemistry & Biology	15
		Paper will be in Urdu except English Part	
6.	Naib Qasid (BS-1)	As per the advertisement	50 MCQS
		English	05
		Urdu	05
		General Knowledge	10
		Islamiyat/Ethics	10
		IQ	05
		Job Skills	15
		Paper will be in Urdu except English Part	