

नेपाल बैंक लिमिटेड
तह ६, सहायक प्रबन्धक पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

पाठ्यक्रमको योजनालाई निम्नानुसार दुई चरणमा विभाजन गरिएको छ :

प्रथम चरण :- लिखित परीक्षा

पूर्णाङ्क :- २००

द्वितीय चरण :- अन्तर्वार्ता

पूर्णाङ्क :- ३०

परीक्षा योजना (Examination Scheme)

प्रथम चरण :- लिखित परीक्षा (Written Examination)

पत्र	विषय	पूर्णाङ्क	उत्तीर्णाङ्क	परीक्षा प्रणाली		प्रश्नसंख्या x अङ्क	समय
प्रथम	Economics, Money and Banking	१००	४०	विषयगत	छोटो उत्तर आउने प्रश्न	४ प्रश्न x ५ अङ्क	३ घण्टा
					लामो उत्तर आउने प्रश्न	८ प्रश्न x १० अङ्क	
द्वितीय	Management, and Finance	१००	४०	विषयगत	छोटो उत्तर आउने प्रश्न	४ प्रश्न x ५ अङ्क	३ घण्टा
					लामो उत्तर आउने प्रश्न	८ प्रश्न x १० अङ्क	

द्वितीय चरण :- अन्तर्वार्ता (Interview)

विषय	पूर्णाङ्क	परीक्षा प्रणाली
अन्तर्वार्ता	३०	मौखिक

द्रष्टव्य :

- लिखित परीक्षाको माध्यम भाषा नेपाली वा अंग्रेजी अथवा नेपाली र अंग्रेजी दुवै हुन सक्नेछ ।
- प्रथम र द्वितीय पत्रको लिखित परीक्षा छुट्टा छुट्टै हुनेछ ।
- विषयगत प्रश्नको हकमा एउटा लामो प्रश्न वा एउटै प्रश्नका दुई वा दुई भन्दा बढी भाग (Two or more Parts of a single question) वा एउटा प्रश्न अन्तर्गत दुई वा बढी टिप्पणीहरू (Short Notes) सोध्न सकिनेछ ।
- विषयगत प्रश्न हुने पत्र र विषयमा प्रत्येक खण्डका प्रश्नका लागि छुट्टाछुट्टै उत्तरपुस्तिकाहरू हुनेछन । उम्मेदवारले प्रत्येक खण्डका प्रश्नको उत्तर सोही खण्डको उत्तरपुस्तिकामा लेख्नु पर्नेछ ।
- यस पाठ्यक्रम योजना अन्तर्गतका पत्र र विषयका विषयवस्तुमा जुनसुकै कुरा लेखिएको भए तापनि पाठ्यक्रममा परेका कानून, ऐन, नियम, विनियम तथा नीतिहरू परीक्षाको मिति भन्दा ३ महिना अगाडि (संशोधन भएका वा संशोधन भई हटाईएका वा थप गरी संशोधन भई) कायम रहेकालाई यस पाठ्यक्रममा परेका सम्झनु पर्नेछ।
- प्रथम चरणको परीक्षाबाट छनौट भएका उम्मेदवारलाई मात्र दोस्रो चरणको परीक्षामा सम्मिलित गराइनेछ।
- पाठ्यक्रम स्वीकृत मिति:-२०८१/१२/१४

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प्रथम पत्र:

Economics, Money and Banking

खण्ड (क): (२ प्रश्न × ५ अङ्क + ४ प्रश्न × १० अङ्क = ५०)

1. Economics

- 1.1 National Income Accounting: GDP, GDP Measurement, GDP Computation in Nepal and its problems
- 1.2 Growth Theories: Harrod-Domar & Solow-Swan
- 1.3 Price and Output Determination under Various Market Systems: Perfect Competition, Imperfect, Monopolistic and Oligopoly Market Systems
- 1.4 Theories of International Trade and Investment, Balance of Payments, Foreign Trade and Investment Policies of Nepal
- 1.5 Development Economy Structure and Characteristics of Developing Economics, Determinants of Economic Growth, Development issue and Challenges, Privatization and its Present Affairs in Nepal
- 1.6 Poverty, Inequality, Population Growth and Challenges in Nepal
- 1.7 Development Planning and its importance: Development Planning in Nepal Issues and Challenges
- 1.8 Monetary and Fiscal Policy of Nepal
- 1.9 Industrial and Commercial Policy of Nepal
- 1.10 Globalization: Challenges and its impact in Nepalese Economy

खण्ड (ख): (२ प्रश्न × ५ अङ्क + ४ प्रश्न × १० अङ्क = ५०)

2. Money and Banking

- 2.1 Banking: History, Role and Functions of Commercial Banks and Central Bank
- 2.2 Management of Commercial Bank: Profitability and Liquidity Management, Assets and Liability Management, Lending Principles and its Management, Determination of Interest Rates
- 2.3 Concept and Methods of Project Evaluation, Project Appraisal Techniques, Analysis of Financial Statements, Ratio Analysis, Cash Flow Analysis and Measuring for the performance
- 2.4 Bank Marketing: Banking Products and Instruments, Target Groups/Customer-line, Marketing Strategies and plans
- 2.5 Foreign Exchange Management Policy, Practices and Regulation in Nepal
- 2.6 Money Supply: Definition, Factors affecting Money Supply, High Power Money and Money Multiplier
- 2.7 Inflation: Concept, Causes, Measurement and Consequences, Trade-off between inflation and unemployment
- 2.8 Bank Risks Management, BASEL III and related NRB Directives
- 2.9 Trade Finance: Letter of credit, Bank Guarantee, etc.
- 2.10 Bank and Financial Institutions Act, 2073; Nepal Rastra Bank Act, 2058; Banking Offense and Punishment Act, 2064; Asset (Money) Laundering Prevention Act, 2064; Negotiable Instrument Act, 2034; Debt Recovery of Banks and Financial Institution Act, 2058; and Various NRB Directives.

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द्वितीय पत्र:

Management and Finance

खण्ड (क): (२ प्रश्न × ५ अङ्क + ४ प्रश्न × १० अङ्क = ५०)

1. Management

- 1.1 Organization Development: Organization Development Process, Organization Development at Group and Inter group level, Changing Organizational Culture
- 1.2 Strategic Planning & its concept, Environmental Scanning, SWOT Analysis, Strategy Formulation, Implementation, Evaluation and Control
- 1.3 General Management: Meaning, Theories, Principle & Functions; Emerging concepts of Management, Role of Managers, Skills, Ethics and Social Responsibility
- 1.4 Meaning and Approaches of HRM, HR Planning, Job Descriptions, Recruitment and Selection, Training and Development, Performance Management
- 1.5 Contemporary Challenge and Problems of Human Resource Management, Labors Relations and Negotiations
- 1.6 Fundamentals of Organizational Behavior: Individual and group behavior, Leadership Development, Motivation, Communication, Time Management, Conflict Management, Decision Making and Problem Solving
- 1.7 Quality Management: TQM Techniques, Factors affecting Quality, Managing Change and Development in Organization
- 1.8 Corporate Governance, Ethics, Morality, Integrity and Social Responsibility
- 1.9 Supervision, Monitoring and Control
- 1.10 IT/MIS Concept, Scope and System of Electronic Commerce, Hardware, Operating System and Software, Database Management System, Database Recovery Method, IT-Risk Analysis, Local Area Network and Wide Area Network, Word, Excel, Cyber Crime and its control
- 1.11 Business Statistics; Sampling, Data Collection, Tabulation, Analysis of Correlation and Regression, Test of hypothesis, Trend Analysis, Preparation of Reports

खण्ड (ख): (२ प्रश्न × ५ अङ्क + ४ प्रश्न × १० अङ्क = ५०)

2. Finance

- 2.1 Financial Management, Financial System and Market, Capital and Money Market, Securities Market, Financial Derivatives and Instruments
- 2.2 Financial Planning, Present Value and Opportunity cost of Capital, Financial Investment Analysis
- 2.3 Financial Sectors Reforms in Nepal
- 2.4 Project Appraisal and its applications
- 2.5 Capital Budgeting: Techniques, significance, Application of the concept, Cohesion among Alternative Proposals, Pay Back Method, Capital Rationing
- 2.6 Portfolio Management: Analysis and Selection, Associated Risk Analysis in Portfolio Management
- 2.7 Profit Management, Break Even Analysis
- 2.8 International Financial Organizations- World Bank, IMF, ADB, WTO
- 2.9 Regional Organizations- - SAARC, ASEAN, EU, BIMSTEC, BRICS