

**नेपाल बैंक लिमिटेड**  
तह ७, उप 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, Finance, Information Technology and Statistics	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 गराईनेछ।
- 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, Neo-classical model, Endogenous growth theories
- 1.3 Price and Output Determination under Various Market Systems: Perfect Competition, Imperfect, Monopolistic and Oligopoly Market Systems, Price discrimination and their degrees
- 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, Agricultural, Tourism and Commercial Policies of Nepal

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.

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- 2.10 Meaning of Merger, amalgamation, acquisition and takeover, Types of merger and reverse merger, Motives and benefits of merger and acquisition, Reason for failure of merger and acquisition, Merger and acquisition in Nepal
- 2.11 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 Institutions Act, 2058; and Various NRB Directives

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**द्वितीय पत्र:**

**Management, Finance, Information Technology and Statistics**

**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, Benchmarking and Quality Assurance Techniques, Managing Change and Development in Organization
- 1.8 Corporate Governance, Ethics, Morality, Integrity and Social Responsibility
- 1.9 Internal Control and Internal Audit
- 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, Powerpoint, Cyber Crime and its control, IT policy and cyber law in Nepal.

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**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 Capital Budgeting: Techniques, significance, Application of the concept, Cohesion among Alternative Proposals, Pay Back Method, Capital Rationing
- 2.5 Portfolio Management: Analysis and Selection, Associated Risk Analysis in Portfolio Management
- 2.6 Profit Management, Break Even Analysis

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- 2.7 International Organizations- World Bank, IMF, ADB, WTO
- 2.8 Regional Economic Cooperation - SAARC, ASEAN, EU, BIMSTEC, BRICS
- 2.9 Business Statistics; Research Design, Sampling, Data Collection, Data Analysis  
– Summarizing data and Statistical Analysis, Trend Analysis, Test of hypothesis, Preparation of Research Proposal and Research Reports