

राष्ट्रिय वाणिज्य बैंक लिमिटेड
तह ढ, प्रबन्धक (प्रशासन सेवा, प्रशासन समूह)
पदको खुला प्रतियोगितात्मक लिखित परीक्षाको पाठ्यक्रम

सेवा :- प्रशासन
तह :- ढ

समूह :- प्रशासन
पद :- प्रबन्धक

उपसमूह :-
किसिम :- खुला

पाठ्यक्रम योजनालाई निम्नानुसारका दुई चरणमा विभाजन गरिएको छ ।

प्रथम चरण :- लिखित परीक्षा
द्वितीय चरण :- अन्तर्वार्ता

पूर्णाङ्क :- २००
पूर्णाङ्क :- ३०

परीक्षा योजना (Examination Scheme)

१. प्रथम चरण : लिखित परीक्षा (Written Examination)

पत्र	विषय	पूर्णाङ्क	उत्तीर्णाङ्क	परीक्षा प्रणाली		प्रश्नसंख्या x अङ्क	समय
प्रथम	Economics and Banking	१००	४०	विषयगत	विश्लेषणात्मक प्रश्न	६ प्रश्न x १० अङ्क	३ घण्टा
					समस्या समाधानमुलक प्रश्न	२ प्रश्न x २० अङ्क	
द्वितीय	Governance and Organizational Management	१००	४०	विषयगत	विश्लेषणात्मक प्रश्न	६ प्रश्न x १० अङ्क	३ घण्टा
					समस्या समाधानमुलक प्रश्न	२ प्रश्न x २० अङ्क	

२. 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 छुट्टाछुट्टै हुनेछ ।
- लिखित परीक्षामा सोधिने प्रश्न संख्या र अंकभार यथासम्भव सम्बन्धित पत्र/विषयमा दिईए अनुसार 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 टिप्पणी(Short notes) सोध्न सकिने छ ।
- विषयगत प्रश्न हुने पत्र/विषयका प्रत्येक भाग/खण्ड/एकाइका प्रश्नका लागि छुट्टाछुट्टै उत्तरपुस्तिका हुनेछन् । परिक्षार्थीले प्रत्येक भाग/खण्ड/एकाइका प्रश्नको उत्तर सोही भाग/खण्ड/एकाइको उत्तरपुस्तिकामा लेख्नुपर्नेछ ।
- यस पाठ्यक्रम योजना अन्तर्गतका पत्र/विषयका विषयवस्तुमा जुन सुकै कुरा लेखिएको भए तापनि पाठ्यक्रममा परेका कानून, ऐन, नियम, विनियम तथा नीति परीक्षाको मिति भन्दा ३ महिना अगाडि (संशोधन भएका वा संशोधन भई हटाईएका वा थप गरी संशोधन भई) कायम रहेकालाई यस पाठ्यक्रममा परेको सम्झनु पर्दछ ।
- प्रथम चरणको परीक्षाबाट छनौट भएका उम्मेदवारलाई मात्र द्वितीय चरणको परीक्षामा सम्मिलित गराइनेछ ।
- पाठ्यक्रम स्वीकृत मिति: २०८२/०९/१७

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प्रथम पत्र (Paper – I)

Economics and Banking

Section – A (50 Marks)

1 Economic Scenario

- 1.1 Domestic Economy: Status, Prospects and Challenges
- 1.2 Current Macro-Economic and Financial Situation
- 1.3 Key Economic Indicators
- 1.4 Economic Growth, Prosperity and Sustainability
- 1.5 Financial Access, Financial Inclusion and Financial Literacy

2 Economic Policies and Markets

- 2.1 Fiscal Policy
- 2.2 Monetary Policy
- 2.3 Capital Market: Share Market, Bond Market
- 2.4 Money Market
- 2.5 Foreign Exchange Market
- 2.6 Derivatives Market
- 2.7 Project Appraisal, Financial Statement Analysis and Break-even Analysis
- 2.8 Sources and Uses of Funds in Banking Industry
- 2.9 Principles and Utility of Budget

3 Banking and Related Institutions

- 3.1 The Central Bank: Nepal Rastra Bank
- 3.2 Commercial Banking in Nepal: Evolution, Development and Status
- 3.3 Rastriya Banijya Bank: Role, Contribution, Challenges and Prospects
- 3.4 Banks and Financial Institutions in Nepal: Role, Financial Indicators
- 3.5 Non-Banking Financial Institutions in Nepal: Role and their Performance
- 3.6 Credit Information Center Ltd (CICL)
- 3.7 Nepal Clearing House Ltd (NCHL)
- 3.8 Credit Rating Agencies
- 3.9 Social Security Fund (SSF)

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Section – B (50 Marks)

4 Emerging Banking Issues and Recent Developments

- 4.1 Artificial Intelligence (AI) Technologies and its impact on Banking Industry
- 4.2 Virtual Bank/ Neo Bank, Open Banking
- 4.3 Virtual Currency, Central Bank Digital Currency (CBDC)
- 4.4 Cross-border Payments
- 4.5 Mobile Banking
- 4.6 E-Commerce
- 4.7 Green Finance Taxonomy
- 4.8 Biometric Authentication
- 4.9 Customer Service Chatbots

5 Contemporary Banking Issues:

- 5.1 Cybersecurity Threats and Risk Management
- 5.2 Managing Liquidity Position
- 5.3 Fluctuating Trend of Interest Rates
- 5.4 Credit Risk Assessment
- 5.5 Monitoring/Management of Non-Performing Loans
- 5.6 Management of Non-Banking Assets

6 Challenges/ Opportunities for RBB:

- 6.1 Ownership Structure of the Bank
- 6.2 Managerial Styles and Practices
- 6.3 Availability and Adoption of Information Technologies in the Banking Sector
- 6.4 Customers' Trust and Dependence
- 6.5 Institutional Reputation
- 6.6 Employee Turnover

Syllabus Division

Subject	Section	Marks	Unit	Question Model
Economics and Banking	A	50	1	3 Question x 10 Marks 1 Question x 20 Marks
			2	
			3	
	B	50	4	3 Question x 10 Marks 1 Question x 20 Marks
			5	
			6	

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द्वितीय पत्र (Paper – II)

Governance and Organizational Management

Section – A (50 Marks)

1 Corporate Governance

- 1.1 Corporate Governance Principles for Banks
- 1.2 Corporate Social Responsibility
- 1.3 Intergovernmental Financial Relations
- 1.4 Internal Control System
- 1.5 Environment and Social Risk Management (ESRM) Guidelines

2 Banking Related Laws and Directives

- 2.1 Nepal Rastra Bank Act, 2058
- 2.2 Bank and Financial Institution Act, 2073
- 2.3 Payment and Settlement Act, 2075
- 2.4 Money Laundering Prevention Act, 2064
- 2.5 Banking Offence and Punishment Act, 2064
- 2.6 Foreign Exchange (Regulation) Act, 2019
- 2.7 Electronic Transaction Act, 2063
- 2.8 Negotiable Instruments Act, 2034
- 2.9 The Act on Recovery of Debts of Banks and Financial Institutions, 2058
- 2.10 Unified Directives and Circulars issued by Nepal Rastra Bank for Banks and Financial Institutions in Nepal

3 Other Related Laws and Bylaws

- 3.1 Company Act, 2063
- 3.2 Income Tax Act, 2058
- 3.3 Labor Act, 2074
- 3.4 Public Procurement Act, 2063
- 3.5 Bonus Act, 2030
- 3.6 Right to Information Act, 2064
- 3.7 National Information and Communication Technology Policy, 2015 (2072 BS)
- 3.8 National Cyber Security Policy, 2023 (2080 BS)
- 3.9 राष्ट्रिय वाणिज्य बैंक, कर्मचारी सेवा विनियमावली, २०७०

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Section – B (50 Marks)

4 Financial Markets and Banking Operation

- 4.1 Basic Understanding of Financial Markets
- 4.2 Interest Rates Determination
- 4.3 Interest Rates Structures, Yield Curves
- 4.4 Commercial Banking Operations
 - 4.4.1 Sources of Funds for Banks
 - 4.4.2 Uses of Funds by Banks
 - 4.4.3 Off-Balance Sheet Activities
 - 4.4.4 International Banking

5 Organizational Management and Planning

- 5.1 Human Resource Management
- 5.2 Knowledge Management
- 5.3 Strategic Management
- 5.4 Risk Management
- 5.5 Stress Management
- 5.6 Change Management, Conflict Management
- 5.7 Time Management
- 5.8 Business Intelligence
- 5.9 Succession Planning
- 5.10 Business Continuity Plan

6 Organizational Behavior and Development

- 6.1 Employee Motivation,
- 6.2 Performance Monitoring and Evaluation
- 6.3 Management Information System
- 6.4 Communication: Skill, Approach, Issues and Challenges
- 6.5 Decision Making: Process, Effectiveness and Efficiency
- 6.6 Managing Organizational Changes and Innovations
- 6.7 Leadership Development
- 6.8 Entrepreneurship Skills and Development
- 6.9 Emotional Intelligence, Empathy
- 6.10 Grievance Handling

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			3	
	B	50	4	3 Question x 10 Marks 1 Question x 20 Marks
			5	
			6	