

S. No	Name of Post	Content
1	HR Officer	Human Resource (Recruitment, Training Development, Organizational Behavior, Leadership and Team Management, Performance appraisals, Compensation and benefits) = 60% English = 15% Basic Mathematics = 15% General Knowledge = 10%
2	Personal Assistant	Same paper as HR Officer
3	Accounts Office	Accounting & Finance = 30% Budgeting & Audit = 20% English = 20% Basic Computer/IT = 20% General Knowledge = 10%
4	Cashier	Basic Accounts & finance = 30% English = 20% Basic Maths = 20% Basic Computer/IT = 20% General Knowledge = 10%
5	System & Network Support Technician	Database Management = 25% Networking = 25% System security & management policies = 20% English = 20% General Knowledge = 10%