

**RAJASTHAN PUBLIC SERVICE COMMISSION, AJMER**  
**SYLLABUS FOR COMPETITIVE EXAMINATION FOR THE POST**  
**OF ASSISTANT PROFESSOR IN PUBLIC ADMINISTRATION**  
**FOR COLLEGE EDUCATION DEPARTMENT**

**PAPER-I**

1. **Basic Premises**: Meaning, Nature, Scope & Significance of Public Administration, Evolution and present status of Discipline, Public Administration as an independent discipline, Public & Private Administration, Paradigm shift from Government to Governance- New Public Administration, New Public Management, Public Choice Theory, Good Governance, Globalization and its impact on Public Administration, Post Modernism.
2. **Theories and Approaches**: **Classical**- Fayol, Gulick, Urwick, Mooney & Riley. **Scientific Management**- F.W. Taylor and Associates. **Bureaucratic Theory**- Max Weber, Criticism and Post-Bureaucratic Organizations. **Human Relation**: - Elton Mayo, M.P. Follet and Chester Barnard. Herbert Simon, Behavioural, Systems, Ecological Approaches, Structural Functional. **Organizational Humanism**: Chris, Argyris, Rensis Likert.
3. **Principles of Organisation**: Hierarchy, Unity of Command, Span of Control, Coordination, Delegation, Supervision, Authority and Responsibility, Line and Staff and Auxiliary Agencies, Decentralization.
4. **Administrative Behaviour**: **Leadership**- Trait, Behavioural and Contingency Theories. **Communication**- Meaning and Types. **Decision-Making**- Herbert Simon. **Motivation**- Maslow, Herzberg, McGregor, Clayton Alderfer.
5. **Comparative and Development Administration**: Evolution, Meaning, Nature, Scope and Significance of Comparative Public Administration (CPA), Approaches to study of CPA- Ecological and structural Functional Contribution of F.W.Riggs, Problems of comparative Research Anti- Development Theories Bureaucracy and Development Features of Administrative systems of UK, USA and France. Concept and Features of Development Administration and Administrative Development, Development and Non-Development Dichotomy, Anti Development Thesis, Bureaucracy and Development. Role of Non state actors in Development administration.

6. **Human Resource Management**: Evolution of Civil Services, Bureaucracy and Civil Service, Classification, Recruitment, Training, Promotion, Career-Development, Conduct and Discipline, Political Rights of Civil Servants, Right to Strike.
7. **Financial Administration**: Meaning and Importance of Financial Administration, Concept, Principles, Significance, Role and Types of Budget, Audit and Accounts-concept and importance.
8. **Public Policy**: Meaning, Significance and Types, Formulation, Implementation and Evaluation, Models of Public Policy-Making.
9. **Administrative Law**: Meaning, sources, significance, Administrative Law and Rule of Law, Delegated Legislation, Administrative Tribunals: - Concepts Emergence and Significance, Administrative Adjudication.
10. **Research Methodology**: Meaning, Nature and Problems of Objectivity in Social Research, Scientific Method, Types of Social Research, Research Design, Hypothesis, Sources and Methods of Data Collection, Sampling and Questionnaire.

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**Note: - Pattern of Question Paper**

1. **Objective type paper**
2. **Maximum Marks: 75**
3. **Number of Questions: 150**
4. **Duration of Paper: Three Hours**
5. **All questions carry equal marks.**
6. **Medium of Competitive Exam: Bilingual in English & Hindi.**
7. **There will be Negative Marking.**