

**PUBLIC SERVICE EXAMINATIONS – AUGUST, 2024**  
**TIME TABLE FROM 19<sup>TH</sup> TO 23<sup>RD</sup> AUGUST, 2024**

DAY/DATE	MORNING SESSION			AFTERNOON SESSION		
	TIME	EXAM	PAPER	TIME	EXAM	PAPER
MONDAY 19/08/2024	08:30 – 11:30 AM	QLA& QLD	01 - Constitutional Law	02:00–04:30 PM	MDEA I	01 – General Management I
	08:30 – 11:30 AM	HSTO	01 – The Telephone	02:00–04:30 PM	MDEA II	01 – General Management II
	08:30 – 11:30 AM	PSW	01 – Social Work and Law	02:00–04:30 PM	HSRM	01- Office Procedures and Mgt.Practice
	08:30 – 11:30 AM	SYWE	01–Youth Development Regulatory Framework	02:00–04:30 PM	PRO	01-Records Mgt Policy& Legislation
	08:30 – 11:30 AM	PLO & PHR	01- General condition of service	02:00–04:30 PM		
TUESDAY 20/08/2024	08:30 – 11:30 AM	HSRM	02 – Basic Records & Information Mgt. (Principles & Practices)	02:00–04:30 PM		
	08:30 – 11:30 AM			02:00–04:30 PM		
	08:30 – 11:30 AM			02:00–04:30 PM		
WEDNESDAY 21/08/2024	08:30 – 11:30 AM	SYWE	02 - Youth Development Mobilization and Coordination	02:00–04:30 PM	QLA& QLD	02 – Administrative Law
	08:30 – 11:30 AM	HSTO	02 – Office Practice	02:00–04:30 PM	PSW	02 - Law of Succession and Inheritance
	08:30 – 11:30 AM	HSRM	04 – Civics	02:00–04:30 PM	PLO	02 – Industrial Relations
	08:30 – 11:30 AM	PHR	02 - General Mgt. & Administration	02:00–04:30 PM	MDEA I	02 - Public Relations and Customer care I
	08:30 – 11:30 AM	MDEA II	02 - Public Relations and Customer care II	02:00–04:30 PM	PRO	02 - Records Mgt Programme
THURSDAY 22/08/2024	08:30 – 11:30 AM			02:00–04:30 PM		
	08:30 – 11:30 AM			02:00–04:30 PM		
	08:30 – 11:30 AM			02:00–04:30 PM		
FRIDAY 23/08/2024	08:30 – 11:30 AM	SYWE	03 - Youth upbringing, Counseling and Guidance	02:00–04:30 PM	PSW	03- Child Protection
	08:30 – 11:30 AM	HSRM	03 – Communication Skills	02:00–04:30 PM	PRO	03-Appraisal and Disposition of public Records
	08:30 – 11:30 AM	HSTO	03 – Communication skills	02:00–04:30 PM	PLO	03- Social Security Schemes
	08:30 – 11:30 AM	QLA& QLD	03 - General paper	02:00–04:30 PM	MDEA I	03 – Office organization and administration I
	08:30 – 11:30 AM	MDEA II	03 - Office organization and administration II	02:00–04:30 PM		
	08:30 – 11:30 AM	PHR	03 – Public Service Acts & Regulations	02:00–04:30 PM		

**KEY:**

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|------------|--|----|------|---|
| 1. PHR     | - Proficiency Examination for Human Resources Officers     | 7  | PSW  | -Proficiency Examination for Social Work Officers |
| 2. QLA     | - Qualifying Law for Administrative Officers               | 8  | PLO  | - Proficiency Examination for Labour Officer      |
| 3. QLD     | - Qualifying Law for Division Officers                     | 9  | SYWE | -Special Youth Work Examination                   |
| 4. MDEA I  | - Management Development for Executive Assistants Level I  | 10 | HSTO | - Higher Standard Telephone Operator              |
| 5. MDEA II | - Management Development for Executive Assistants Level II | 11 | HSRM | - Higher Standards Records Management             |
| 6. PRO     | - Proficiency Examination for Records officers             |    |      |   |