



**SINDH EDUCATION FOUNDATION  
GOVT. OF SINDH**



**Individual Consultant required for Short Term Activity.**

Tender # SEF/WEB/13-14/010

Sindh Education Foundation is inviting having expertise in paper examining and paper marking field, those who have Master & Graduates and having three years of relevant experience required in same discipline are encourage to apply.

The Procurement Department, Sindh Education Foundation, GoS now invites CVs from individual who can perform the following responsibilities as mentioned below in detail:

S. No	INDIVIDUAL CONSULTANT REQUIRED	Qty	WORK DETAIL
1	<b>Examiner (Languages)</b>	1	<b>WORK DETAILS ARE AVAILABLE IN BELOW MENTIONED TORs.</b>
2	<b>Examiner (Mathematics)</b>	1	
3	<b>Examiner (Science)</b>	1	
4	<b>Markers (Paper checkers)</b>	20	

Interested individual is allow to submit his/her CVs to Procurement Department, the shortlisted candidate will contact for interview and onward selection process.

Kindly see below mentioned TORs for detail work requirements.

**The last date of CVs submission is October 4, 2013 (17:00PM).**

This advertisement is also available on the websites of Sindh Education Foundation, SPPRA & Govt. of Sindh i.e [www.sef.org.pk](http://www.sef.org.pk) & [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) respectively.

s/d  
Assistant Director  
Procurement



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**TORs for Individual Consultants (PPRS)  
SHORT TERM CONSULTANCIES FOR RBCS:**

**Examiner/s (Academic):**

**Terms of Reference of Examiner for Exam Development:**

The Examiner would have subject wise competency and also have the required pre-requisite of Masters Degree in Education and related disciplines. He/She should also have some experience of teaching along with sound knowledge of various assessments theoretical frameworks.

- Make a paper according to a pre-set papers specification along with the Subject Specialist.
- Make changes to the items where necessary and ensure that it is in line with the level of the student's competencies.
- Make sure that the whole syllabus is covered accurately and the paper is a balanced.
- Ensure that the appropriate level of knowledge and understanding questions are placed in the exam paper.
- Ensure that all the questions have a clear marks scheme and marks criteria.
- Guarantees the secrecy of the papers developed and also not discloses the processes involved in paper construction to anyone.

**Markers:**

**Terms of Reference of Markers for Paper Checking:**

The part time Markers would have the required pre-requisite of (preferably) Bachelors Degree in Education and related disciplines. He/She should also have some experience of paper checking in an educational institute along with sound knowledge of various assessments theoretical frameworks.

- The period of engagement as a marker would be for 10-15 days.
- The Marker/s will ensure that all security protocols are followed which have been identified by the Assessment Unit.
- The Marker/s will deal with the answer scripts
- He/ She would to check and analyze the assessment booklets from ECE to Grade 5 (Primary Level).
- He/she would thoroughly check the papers according to the provided guidelines.
- Ensure that the papers are marked in a proper manner
- He/ She will ensure efficient and timely completion of the task.