



SINDH EDUCATION FOUNDATION

GOVT. OF SINDH

(HEAD OFFICE)



SEF (Plot. No. 21/A, Block No.7& 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

Terms of Reference of Examiner for Exam Development:

The Examiner should have subject wise competency and also have the required pre-requisite of at least Masters Degree. He / She should possess a minimum 5 years' experience of teaching along with sound knowledge of various assessments theoretical frameworks.

- Develop & review paper according to a pre-set papers specification along with the Subject Specialist/s.
- Propose 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 prescribed syllabus criteria are covered accurately and the paper is balanced in terms of covering the course substantially.
- Ensure that the appropriate grade, level of knowledge and understanding questions are placed in the exam paper.
- Ensure that all the questions have a clear marks scheme and marking criteria.
- Guarantees the secrecy of the papers developed and will not disclose the processes involved in the paper construction to anyone.

*** IF THE PERFORMANCE IS NOT TO A MINIMUM STANDARD, AU-SEF IS LAIBLE TO TERMINATE THE CONTRACT AT ANY GIVEN TIME WITHOUT ANY REASON.**