

CHIP Training & Consulting (Pvt) Ltd

INTERVIEW ASSESSMENT SHEET

Candidate's Name	Muhammed Mansoor Ahmed.				
Position	TPO Darya Khan (Bhakhal)				
Date of Interview	28 <sup>th</sup> May, 2021.				
Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2	2	
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3	2	
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	MBA (Marketing) M.A. English.
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	3	
Job Competence Assessment	Competence assessment through scenario based questions taken from ToRs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	5	
Job Knowledge	Knowledge of the position and ToRs s/he has applied for	Ask three questions on the job position and ToRs (2 marks each*3 questions)	6	4	
Computer Proficiency	Competence assessment through scenario based questions taken from ToRs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	4	
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	2	
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	4	
Total Score			50	33	
Overall Remarks	- Good communication skills. - Good understanding of job ToRs. - Computer skills are good. - Average conflict resolution skills.				
Interviewer's Signature	Ayesha Naem				
Interviewer's Name	Ayesha Naem.				

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Mahr  
Sindho

Residence - Rahim Yar Khan. (350 Km from RYK)  
 Current - UC SP (March 2021)  
 UCPO → 2019 - 2021 (UC 178-FR) → Liaquat Pur, RYK.  
 Sales manager - 2 years.  
 Brother lives in Darya Khan.  
 Languages: - Sirahi, Smells, Punjabi, Urdu.

Assessment Test  
For Selection of Tehsil Polio officer (TPO)

Time: 2 hours  
Total Marks: 50

*Attempt all questions. The answers should be in asked format.*

**Instructions for Candidates:**

Welcome to the assessment centre, the test will approximately take around 2 hrs to solve that will evaluate your basic knowlede about polio and PEI programme. **The test is to be attempted on the test sheet provided to you by the invigilator.**

Kindly note that this is a confidential document and should be submitted back to the invigilator on completion of assessment.

Kindly save all your working on the desktop by creating a folder with the specific ID provided to you by the invigilator. Kindly conform with the instructions and address any queries you have to the invigilator.

**In case you are found cheating / hampering the process of assessment in any way your test assessment will be cancelled and you will become ineligible for any further positins under the program**

I agree to the guidelines of the assessment:

Candidate Roll No: 006

Signature: 

Mobile No: 0345-8066555

CNIC No: 31303-9980193-3

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Section A: True & False / Abbreviations & Short Questions

Q. No-1-A): Choose the Correct Answer from the following; 1 Marks for each- (Marks-10)

1.1. What side effects can occasionally occur after IPV administration?

- a. Pneumonia
- b. Paralysis
- c. Minor side effects like soreness and fever

1.2: Select the main reasons for introducing IPV in the national immunization program

- a. Reduce risks of an outbreak after type 2 OPV vaccine withdrawal (tOPV-bOPV switch)
- b. Help stop outbreaks quickly if type 2 virus is reintroduced
- c. Boost immunity against polio types 1 & 3 to protect populations and hasten eradication
- d. All of the above

1.3: Following are the Important Sources of EPI Data

- a. Tally sheets
- b. Children and women immunization cards
- c. Daily & permanent registers
- d. Defaulter lists/ register
- e. All of the above.

1.4: While giving polio vaccine, it is important to remember that

- a. It is stored at room temperature
- b. Each child gets four drops of polio vaccine
- c. It is given to the child in sunlight
- d. None of the above

1.5: What information is provided by the immunization card?

- a. Child's date of birth
- b. Vaccines already received
- c. Vaccines needed for the future
- d. Next appointment for vaccination
- e. All of the above

1.6: Number of routine immunization doses for Oral Polio Vaccine in Pakistan are

- a. Three
- b. Four
- c. Five
- d. Six

1.7: Which one of these is not a type of polio vaccine?

- a. mOPVi
- b. bOPV
- c. BCG
- d. tOPV

1.8: Reportedly which type of polio virus has been eradicated from the world?

- a. Polio virus type 1 (P1)

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- b. Polio virus type 2 (P2)
- c. Polio virus type 3 (P3)
- d. All of the above

1.9: Diseases like polio, whooping cough, measles, mumps etc. can be avoided by

- a. Vaccination
- b. Precautions
- c. Medicine
- d. Avoiding contact

2.0: How does the poliovirus cause paralysis?

- a. It causes the receptors to misinterpret the signals from the central nervous system
- b. It eats away at the muscles the provide mobility.
- c. It destroys several key blood vessels in the spinal cord.
- d. It destroys the motor neurons in the central nervous system.

Q1. B)- Write correct abbreviations of the following (Marks-05)

DDM *Daily Disbursement method*  
 SAGE *Scientific advisory group for emergencies*  
 RCM *Resource Capacity management*  
 N-STOP *National Stop transmission of Polio*  
 GPEI *Government Polio Eradication initiative*

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Q.NO-2): You are working as a TPO and there is a number of staff working under your supervision. What you understand by supportive supervision and how is it different from monitoring in context of Polio Eradication Initiative? How do you think supportive supervision can improved in the current PEI Program? (05 Marks)

Q.No.3)- List the number of things that a polio team should check and do in the morning before receiving OPV vials: (04-Marks)

Q.NO.4)- How and which PEI resources can be used to increase Routine EPI coverage in Punjab? (06 Marks)

### Section B - Analysis & Presentation skills

Q.No.5)- You are working as TPO Lahore Your organization has currently gone through a massive restructuring process which is aligned with the implementation of new polio program strategy across Punjab.

Your supervisor asked you to suggest strategies to deal with the Surplus and Shortfall of tehsil UC level Staffing under new polio program for effective utilization of current workforce. Please advise your strategy to deal with following issues: (10 marks)

1. Your Strategy to deal with Employees Shortages in Lahore?
2. Your Strategy to deal with Employees Surpluses in Lahore?

### Section C: Analysis & Interpretation

Q.NO.06)- Analyze the table for the reasons of resignations showing the numbers of each reason in all provinces. Analyze and explain the table in detail. (Marks -10)

Nationwide Summary of Reasons for Resigns					
Reasons	Balochistan	KP	FATA	Punjab	Total
For better career opportunities	4	5	2	1	12
Inadequate Pay	1	0	0	0	1
Maternity	1	1		0	2
Personal/Domestic reasons	20	20	4	0	44
Unhappy with supervisor	5	3	0	0	8
Field Difficulty/Security Reasons	0	1	0	1	2
Total	31	30	6	2	69

Q NO. 2 Answer? — (4)

As I am working as a TPO I have the idea of the problems of workers. There are many workers working under my supervision. I am a TPO and I am a supervisor not a monitor. Generally monitors filled the checklist highlight the weak areas and submit the report to the higher authorities but as a TPO and as a supportive supervisor will identified the gaps and solve the problems at the spot. Supervisor duty is not only to find the gaps but also solve the problem. I as a spy supervisor will try to make the work better.

By Supportive supervision we can improve our EPI and Polio work. When we have the clear picture of the difficulties

difficulties and problem of the workers and from the community models we can be in a better place to think about the problems and solve the, and improve our work. As a supervisor we can improve our community engagement by the fruitful U DPEC, TPEC and UPEC.

When our community engaged with us for the Polio eradication and improve EPI we will definitely be in a better position to end the Polio.

Q No. 3 Answer.

Before receiving the vaccine a team should check.

- > Tally sheets.
- > Road map
- > Ice Kit and Ice packs
- > Sanitizer
- > Gloves
- > Mask
- > Zipper Locker
- > Pen
- > Fingerprint
- > Chalks
- > Nomads registration, HRMP
- > School list
- > Census List
- > Roaming Children List
- > Log Book
- > Previous Campaign NA child list
- > Dropper.

(4)

Q NO 4. Answer?

We can improve EPI in Punjab by using different things such as,

National programme, - we can improve EPI coverage by support and best use of the LHWs and LHS.

Polio workers, - Newly appointed polio workers can play a vital role for the EPI coverage.

Community Engagement, - We can improve EPI by engaging community in the programme.

VPEC, - We can improve the EPI by utilizing the VPEC members.

Social mobilization is the key task for  
→ EPI coverage.

→ Influencers support is vital.

→

Q NO. 5? Answer? -

(I) If there is a condition where there is the shortage in the employees we will have to face problems but for this problem have the solutions.

As unemployment rate is high we will find the educated volunteers for our work. employers shortage can be managed by community support.

(5)

2 97 there is the surplus in the workers it is very good for our programme.

If we have the workers much more than our demands we can utilize it in different task regarding the programme.

we can utilize the workforce for the registration of the HRMP,

- Meeting with influencers.
- Tracking HRMP.
- Improve EPI
- Registration under 5 year children
- Registration of EPI children.
- Making Due do fault lists.
- meeting with Imam Masjid
- Meeting with Teachers.
-



Q NO. 6 Answer:-

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There are many resignation around the Country. But Alarming thing is that at Balochistan and KP. the resignation rate is Alarming.

So first of all we will consider KP and Balochistan provinces in the priority list. and then we will go to the reason of the resigns.

As we see that resign of all the resigns is due to the domestic and personal reason. So first of all we will go to this reason of resigns. domestic and personal reason of resign the much more above ~~60%~~ 60% of all resigns. Our top priority will be resolve the reason.

Second reason of resigns is due to the better future opportunities. We can solve this problem by giving the job security, by increase in salary, Appreciation, Letter and Support the in every aspect.

3rd Major reason of resign is the behaviour of the supervisors, The resign number due to this reason is high and alarming. So we will train the supervisor, We will give the much respect.

We will talk to the Supervisors  
that the workers are not slaves.

We will support the supervisor so he can  
support his workers.

We will make decisions decentralized.

We will make brainstorming.

We will retrain the supervisor.

We will give the ethical support

Field Security, inadequate pay and Maternity  
are very low reasons of resign of resign  
but we will look in these matters.  
We support them in Field Security, pay  
season can be discussed and Maternity.  
seasons can be end by giving them  
as much leave so that they can be back  
with a high spirits.