

# Public Administration as an Elective Subject

**Importance:** Government is an important institution in the country and to understand the functioning of the government and other matters related to governance, it is important to study Public Administration.

**Scope:** The scope of the subject is increasing in our country and the discipline is coming up as an important and popular subject. The discipline covers the following aspects: **Administrative Theory, Indian Administration, Personnel Administration, Financial Administration, Local Administration, and Development Administration** at the undergraduate level. **The scope of the discipline is very wide in the developed countries.**

**Relevance to Life:** The Modern State is a Welfare State and it has an important role in the life of an individual. **This subject helps an individual to understand the role of the government – Central, State and Local. It also helps one in understanding policies of the government, our rights, our Constitution etc.**

JOB OPPORTUNITIES	PREPARATION REQUIRED	COMPENSATION
<ol style="list-style-type: none"><li><b>Teaching:</b> (a) <b>School Level:</b> As civics / Public Administration / Social Science teachers. (b) <b>College and University Level:</b> As lecturer in Public Administration</li><li><b>Research Officers:</b> In organisations like Centre for Rural Reconstruction and Development, Indian Institute/State Institute of Public Administration and other Research Institutions.</li><li><b>Civil Services:</b> In All India Services, Central Civil services and State Civil Services the subject is preferred by a large number of candidates. <b>It is one of the most popular subjects</b></li><li><b>Journalism:</b> As Political Observers and Correspondents. <b>It provides a lot of information relevant for entry and a career in the electronic and print media.</b></li></ol>	<ol style="list-style-type: none"><li><b>Teaching:</b> (a) <b>School Level:</b> B.Ed after Graduation or Post Graduation (b) <b>College and University Level:</b> MA in Public Administration is the basic qualification. Passing UGC-NET. A PhD degree.</li><li><b>Research Officers:</b> MA in Public Administration with some research experience at M.Phil / Ph.D. level.</li><li><b>Civil Services:</b> BA or MA in Public Administration.</li><li><b>Journalism:</b> Bachelor / Diploma in Journalism.</li></ol>	<ol style="list-style-type: none"><li><b>Teaching</b> (a) <b>School Level:</b> Government Pay Scales in government schools. Besides benefits like medical leave, maternity leave, study leave, LTC, and HRA. Good pay in reputed private schools. (b) <b>College and University Level:</b> UGC recommended pay scales:</li><li><b>Research Officers:</b> Pay scales range from a consolidated sum to a government-recommended pay scale. (depending on the post).</li><li><b>Civil Services:</b> Pay scales as recommended by the Pay Commissions. Besides the usual benefits like LTC, medical benefits, pension etc.</li><li><b>Journalism:</b> Good compensation rates depending on the level of the Newspaper, Magazine, TV channels etc.</li></ol>

JOB OPPORTUNITIES	PREPARATION REQUIRED	COMPENSATION
<p>5. <b>MBA:</b> As a preparation ground for MBA courses for which the competition is very great.</p> <p>6. <b>Public Relations:</b> In both public and private organization, appointment as <b>Public Relation Officer</b>. The subject is helpful because it is multi-disciplinary in character which covers different aspects of administration.</p> <p>7. <b>Event Management:</b> As Event managers, the subject provides knowledge about how successful events could be organized and managed. It inculcates qualities of leadership, good communication and so on</p> <p>8. <b>Private Sector:</b> As Human Resource Managers, Stock Manager and Personnel Trainers in private organization. It provides information regarding management of Men, Money and Material.</p> <p>9. <b>Public Sector:</b> As Administrative Officers at managerial level such as Labour Commissioner, jobs in Central Secretariat and so on. The subject helps in developing managerial qualities such as coordination, supervision, delegation and so on.</p> <p>10. <b>Managers in Organisations:</b> As managers in organisations.</p>	<p>5. <b>MBA:</b> Public Administration at Graduation / Post Graduation Level helps a lot in the preparation for managerial courses like MBA / MPM (Masters in Personnel Management).</p> <p>6. <b>Public Relations:</b> MA in Public Administration with Diploma in Public Relations.</p> <p>7. <b>Event Management:</b> Post-graduation and Graduation in Public Administration with Diploma/Advance Diploma in event management</p> <p>8. <b>Private Sector:</b> Post-Graduation and Graduation in Public Administration</p> <p>9. <b>Public Sector:</b> Doctorate, Post-Graduation and Graduation in Public Administration</p> <p>10. Graduation/Post Graduation</p>	<p>5. <b>MBA:</b> Compensation depends on hard work. One can rise very fast in this field both here and abroad.</p> <p>6. Good pay scale in both public and private organization</p> <p>7. Good compensation depending upon the level of events i.e. international, national and local</p> <p>8. Pay and other allowances vary from one organization to another depending upon the nature of position.</p> <p>9. Government prescribed pay and other service benefits.</p> <p>10. Compensation as per the concerned industry</p>

- **Public Administration is an inter-disciplinary subject which helps in the preparing for the General Studies paper in a number of Competitive Examinations like Civil Services, CAT, Banking, Insurance etc.**
- **Its scope of the Discipline is very broad in the Developed Countries as well.**