

MS-108/CP-1010

Human Resource Management

Master of Business Administration/Diploma in Management
(MBA-10/12/13/16/17/DIM-10/16/17/MBAH-11)

2nd Semester Examination, 2019 (June)

Time : 3 Hours]

Max. Marks : 80

Note : This paper is of Eighty (80) marks divided into three (03) sections A, B and C. Attempt the questions contained in these sections according to the detailed instructions given therein.

SECTION-A

(Long Answer Type Questions)

Note : Section 'A' contains four (04) long answer type questions of Nineteen (19) marks each. Learners are required to answer any two (02) questions only.

(2×19=38)

1. "Human resource management is a way of approach, a point of view, a technique of thinking and a philosophy of management." Elucidate this statement stating clearly the role of human resource management.

2. What is job analysis? What role job description and job specification play in determining human resource requirements? Explain.
3. Describe the pre-requisites of an effective career planning and development programme. What are the benefits of career planning and development to employees and the organization? Explain.
4. What do you understand by time compensation method? Describe its merits and demerits and explain the various jobs for which this method is specially suitable.

SECTION-B

(Short Answer Type Questions)

Note : Section 'B' contains eight (08) short answer type questions of eight (08) marks each. Learners are required to answer any four (04) questions only. (4×8=32)

Briefly discuss any four (04) of the following :

1. Functions and Responsibilities of Human Resource Manager.
2. Sources and Process of Personnel Policies.
3. Distinguish between Absenteeism and Employees Turnover.
4. Various Principal Psychological Tests used for Selection of Personnel.
5. Purpose and Need of Induction.

6. Essentials of Demotion Policy.
7. Weaknesses of Different Methods of Merit Rating.
8. Various Steps Involved in Collective Bargaining Process.

SECTION-C
(Objective Type Questions)

Note : Section 'C' contains ten (10) objective type questions of one (01) mark each. All the questions of this section are compulsory. (10×1=10)

Fill in the blanks :

1. Human Resource Management is the process of
2. is a process of assigning specific job to each of the selected candidates.
3. is a formal & detailed study of jobs.
4. is a strategy for acquisition, utilization, improvement & presentation of an organizational human resources.
5. Collective bargaining is an action of.....

Which of the following statement is True/False?

6. Employee training requires to meet job requirement.
7. Resignation is the permanent termination of an employee's services for economic reasons in a going concern.

8. A method of training which is given in class room where working conditions are created as similar to the actual working conditions is known as apprentice training.
 9. Attitude test measures whether or not an individual has the capacity to learn a job.
 10. The technique of collective bargaining depends upon the principle of give & take.
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