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**SCHOOL OF ACCOUNTING AND BUSINESS
BSc. (APPLIED ACCOUNTING) GENERAL / SPECIAL DEGREE
PROGRAMME**

**YEAR II SEMESTER II
END SEMESTER EXAMINATION – APRIL 2015**

MGT 20425 Human Resource Management

Date : 20th April 2015
Time : 5.30 p.m. - 8.00 p.m
Duration : Two and half (02 ½) hours

Instructions to Candidates:

- Answer any **FIVE** questions, including **Question No. 01** and any **FOUR** from others
- Each question carries equal marks.
- 60% of marks are allocated for this paper and the balance 40% has been allocated for the continuous assessments.
- Answers should be written neatly and legibly.

Question No. 01- (Compulsory)

- i. “Organizations are important for any society as it produce goods and services that the society needs” What do you mean by an organization? Explain the importance of organisations and its proper functioning in a society.

(05 Marks)

- ii. What do you mean by Human Resource Management? How does it differ from Organizational Management?

(05 Marks)

- iii. Explain the generic purpose and strategic goals of Human Resource Management

(05 Marks)

- iv. “Responsibility of Human Resource Management rests only on Human Resource Manager” Do you agree with this statement or not? Explain your answer.

(05 Marks)

(Total 20 Marks)

Question No. 02

- i. “Jobs are the basic building blocks of any organization. So, it requires to be designed systematically” What do you mean by a job and job designing?

(06 Marks)

- ii. What are the behavioural and efficiency elements to be considered in designing jobs? How do you find the trade-off between these two?

(14 Marks)

(Total 20 Marks)

Question No. 03

- i. “Job Analysis is a process which consists of several steps to be followed in a sequential order”. Elaborate this statement.

(10 Marks)

- ii. “Job Description and Job Specification are two outputs of the function of Job Analysis”. What do you mean by each? Describe general components of each document.

(10 Marks)

(Total 20 Marks)

Question No. 04

- i. “Selection is the heart of all HRM function”. Explain this statement.

(10 Marks)

- ii. Assume that you are supposed to hold an employment interview to select three job applicants for the post of Management Trainee (HRM). Describe how you activate in this regards.

(10 Marks)

(Total 20 Marks)

Question No. 05

- i. What do you mean by Performance Evaluation (PE)?

(10 Marks)

- ii. “For successful PE of human resource, PE criteria are to be developed in respect of traits, behaviors and results as well.” Elaborate.

(10 Marks)

(Total 20 Marks)

Question No. 06

- i. Discuss the importance of training and development for an organization and its employees.

(10 Marks)

- ii. “Proper training results in occurring of learning”. What do you mean by learning? What are the learning principles you can follow in designing a training programme?

(10 Marks)

(Total 20 Marks)