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

END SEMESTER EXAMINATION – JANUARY 2016

MGT 20425 Human Resource Management

Date : 09th January 2016
Time : 9.00 a.m. – 11.30 a.m.
Duration : Two and a 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. Define the term Human Resource management and discuss the importance of human resources for an organization.

(8 Marks)

- ii. Explain the specific objectives to be achieved through proper Human Resource Management.

(6 Marks)

- iii. Discuss the significance of Human Resource Management for an organization.

(6 Marks)

(Total 20 Marks)

Question No. 02

- i. “Jobs are performed by people not by machines, so that they should be properly designed. How a particular job has been designed has a direct impact on the individual who perform the job”. What do you mean by job designing? How does it affect the individual who perform it?

(10 Marks)

- ii. “Job design is not only a human resource management function, but also an engineering function. There for, essentially, support of right engineers or other line managers will have to be obtained”. Explain how jobs are designed and redesigned with the help of engineers and other line managers. Discuss different techniques that can be used to design and redesign jobs.

(10 Marks)

(Total 20 Marks)

Question No. 03

- i. “Job Analysis is a primary function of human resource management as it produces a set of information that is essential or useful for successful performance of many other HRM functions”. What do you mean by Job analysis? Discuss how job analysis relates to other human resource functions.

(10 Marks)

- ii. “Job Analysis involves collecting information about jobs and job holder characteristics. What are techniques that can be used to collect such information? Discuss the behavioral problems associated with job analysis.

(10 Marks)

(Total 20 Marks)

Question No. 04

- i. “Thorough planning is an open road to great accomplishments”. What do you mean by Human Resource Planning (HRPP)? Discuss the significance of HRP for performing other human resource management functions in an organization.

(10 Marks)

- ii. “Forecasting future demand for human resource is the first step of the human resource planning process”. Explain how you activate on forecasting future demand for HR for the organization where you are working. What are the techniques available to you to forecast future demand for HR?

(10 Marks)

(Total 20 Marks)

Question No. 05

- i. “Selection is the process of making the choice of the most appropriate person from the pool of applicants recruited to fill the relevant job vacancy”. What do you mean by the term most appropriate person? How does it differ from the most qualified person? Discuss the importance of choosing the most appropriate person(s) for the job(s) which is (are) vacant.

(10 Marks)

- ii. “Selection is a process which has several steps to be followed in order to make a right selection decision”. Describe steps of the process of selection.

(10 marks)

(Total 20 Marks)

Question No. 06

- i. “According to management theorist, William F Glueck, Employee Performance Evaluation is the personnel activity by means of which the enterprise determines the extent to which the employee is performing the job effectively”. Elaborate this statement and discuss the importance of performance evaluation for an organization.

(10 Marks)

- ii. “Assessing success of the training programme is the last step of training cycle of any training programme, but this is the most neglected. Discuss how the success of a training programme is assessed accurately.

(10 Marks)

(Total 20 Marks)