2016

HUMAN RESOURCE MANAGEMENT

(Management Major)

Full Marks – 80

Time – Three hours

The figures in the margin indicate full marks for the questions.

1. Choose the correct answers : 1×10=10

(i) The process of developing the applicant's pool for job openings in an organisation is called _____. (Fill in the blank)

(a) hiring   (b) recruitment

(c) selection   (d) retention.

(ii) The division of total task to be performed into a manageable and efficient unit is :

(a) job design

(b) job specification

(c) job analysis

(d) job description.

[Turn over

(iii) The scope of human resource management includes :

(a) procurement

(b) development

(c) compensation

(d) all of the above.

(iv) Which is/are the factor/factors of job evaluation ?

(a) skill

(b) efforts

(c) working condition

(d) all of these.

(v) Which of the following is the objective of wage and salary administration ?

(a) to establish fair and equitable compensation.

(b) to attract qualified and competent personnel.

(c) to improve motivation and morale of employees.

(d) all of these.

(vi) —— are benefits payable to the employees over and above the direct compensation and usually without any reference to their performance. (Fill in the blank)

(a) retirement benefit

(b) fringe benefit

(c) individual incentive

(d) wage incentive.

(vii) —— can be defined as a written record of the duties, responsibilities and condition of job. (Fill in the blank)

(a) job description

(b) job specification

(c) job performance

(d) all of these.

(viii) Identify the managerial function out of the following functions of HR Manager :

(a) procurement

(b) development

(c) organising

(d) performance appraisal.

(ix) Which of the following is an example of operative function of HR Manager ?

    (a) planning   (b) organising

    (c) procurement   (d) controlling.

(x) Total Quality Management (TQM) focuses on:

    (a) employee

    (b) customer

    (c) both (a) and (b)

    (d) none of the above.

2. Write very short answers : (any *five*)   2×5=10

(i) What do you mean by the term 'kaizen' ?

(ii) What is repatriation ?

(iii) Write two distinctions between Domestic and International HRM.

(iv) State the meaning of placement and induction.

(v) Write two differences between recruitment and selection.

(vi) What do you mean by virtual organisation ?

(vii) What is incentive plan ?

7/4 (Sem-1) HRMN M1   (4)   6500(G)

3. Write short answers on any *four* of the following (within 150 words each) :   5×4=20

(i) Outline the growth of human resource management during the last decade.   5

(ii) What are the key recruitment practices followed in Indian organisations ?   5

(iii) What are the merits and limitations of psychological tests as a tool of measurement in a selection process ?   5

(iv) Discuss the process of job evaluation.   5

(v) Discuss the prerequisites for an effective wage incentive plan.   5

(vi) How does workforce diversity affect HRM ?   5

(vii) Discuss any three non-analytical job evaluation methods with pertinent examples.   5

4. Explain the importance of HRM functions. Discuss few objectives of Human Resource Policies.   10

Or

Evaluate the operative functions of HRM with examples.

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5. Discuss the factors which influence the selection process. 10

Or

What are the various external recruitment sources ? Discuss its advantages and disadvantages. 10

6. Enumerate any four individual wage incentive plans with appropriate examples. 10

Or

Explain the concept of 'living wage' and 'fair wage'. Briefly discuss the national wage policy of Indian government. 5+5=10

7. Identify the major challenges influencing HRM in the context of globalisation. Put forward your arguments to resolve these challenges. 10

Or

Distinguish between traditional and virtual organisation. Discuss the Human Resource Management issues in a virtual organisation. 4+6=10