

Roll No.

Total No. of Questions : 13]

[Total No. of Pages : 02

J-3078[S-78]

[2037]

MBA (Semester - 2nd)

HUMAN RESOURCE MANAGEMENT (MB - 203)

Time : 03 Hours

Maximum Marks : 75

Instruction to Candidates:

- 1) Section - A is **compulsory**.
- 2) Attempt any **Nine** questions from Section - B.

Section - A

(15 x 2 = 30)

Q1)

- a) What are the objectives of human resource management?
- b) What are the essential characteristics of a sound personnel policy?
- c) Describe the changing role of personnel department?
- d) Define job specification?
- e) What is the process of recruitment?
- f) Distinguish between placement and induction?
- g) Training vs. development?
- h) What are the objectives of executive development?
- i) What is the difference between career planning and manpower planning?
- j) Describe the objectives of performance evaluation?
- k) What are fringe benefits?
- l) What is the importance of job evaluation?
- m) What are the causes of employee turnover?
- n) What are the duties of a labour welfare officer?
- o) What is human resource audit?

P.T.O.

Section - B

(9 x 5 = 45)

- Q2)* Explain the organization of personnel department in an organizational structure?
- Q3)* Briefly explain the managerial and operative functions of personnel management?
- Q4)* What steps are involved in the preparation of job analysis?
- Q5)* Describe in brief the process of developing managers?
- Q6)* Discuss various kinds of tests used in selection of workers by an organization?
- Q7)* Discuss modern methods of performance appraisal?
- Q8)* Discuss the essentials of sound wage and salary structure?
- Q9)* Briefly discuss the welfare facilities for the workers under the Factories act 1948?
- Q10)* What social security measures have been initiated by govt. of India?
- Q11)* What do you mean by counseling for effective human resource development?
- Q12)* What steps are necessary to maintain effective discipline?
- Q13)* Explain worker's participation in management?

