



School of Development Studies

MBA Development Management

Batch-3rd (2023-2025)

First Year, Term 2 End Term Examinations, January 2024

CC – 609 Human Resource Management

Time - 3 Hour

Maximum Marks: 50 (Minimum Marks: 20)

Instructions to students:

- This question paper contains 2 printed pages.
- Don't write anything on the Question Paper except writing your Enrolment No.

Part A

(Maximum Marks: 5)

Q1. Choose the most appropriate option / Fill the correct option for the following (1 mark each):

- Selection is concerned with _____.
 (i). The activity to select a suitable pool of candidates.
 (ii). Always being stimulated by the departure of an employee.
 (iii). Always ascertaining a candidate's personality to ensure a suitable fit.
 (iv). Applying appropriate techniques and methods to select a candidate.
- _____ effect influences the rater's consideration of one positive factor to rate the employee. (horn, halo, spillover)
- _____ is a method of training wherein employees are transferred from one job to another. (Coaching, Counselling, Job rotation)
- In _____ interview, a list of questions to be asked to the candidates is prepared well in advance. (Structured, Unstructured, Informal)
- _____ is a factual statement of tasks & duties involved in a job.
 (i). Job description
 (ii). Job specification
 (iii). Job Analysis
 (iv). Job evaluation

Part B

(Maximum Marks: 15)

Q2. Answer briefly, **any three** of the following:

- What are the different sources of recruitment. (5)
- Explain the factors affecting Human resource planning in an organization working in the development sector. (5)
- What do you mean by "Labor laws"? Explain any one labor law in detail. (5)
- Discipline needs to be maintained in the organization by the HR Team. Explain what can be reasons of various indiscipline cases in an organization and how they can be handled? (5)

Part C

(Maximum Marks: 30)

Answer any three of the following, in detail.

- Q3.** You have been appointed as HR manager in the CSR foundation. Explain the functions you would be carrying out as an HR manager. (10)
- Q4.** Assume that you've been asked to conduct a job analysis for a project manager at your organization in the CSR field. Prepare the job analysis for this profile. (10)
- Q5.** Training is vital for any organization to compete and grow. Explain the importance of training in the current scenario. Also Explain any one form of "On the Job "and "Off the Job" of training in detail. (10)
- Q6.** Explain the different modern methods of Performance appraisal. (10)