

PSG COLLEGE OF ARTS & SCIENCE
(AUTONOMOUS)

BCom DEGREE EXAMINATION MAY 2022
(Sixth Semester)

Branch – COMMERCE(RETAIL MARKETING)

HUMAN RESOURCE MANAGEMENT

Time: Three Hours

Maximum: 75 Marks

SECTION-A (10 Marks)

Answer ALL questions

ALL questions carry EQUAL marks (10 x 1 = 10)

1. The perspective for the need of HR is
 - (i) Select the legal employee
 - (ii) promote the skill employee
 - (iii) Distinguishing the features of employees
 - (iv) Te right person for the right job
2. HRM is a _____ process.
 - (i) continuous
 - (ii) discontinuous
 - (iii) breaking
 - (iv) pending
3. A ----- is a written record of the duties, responsibilities and conditions of the job
 - (i) Job ranking
 - (ii) job enrichment
 - (iii) Job description
 - (iv) Job enlargement
4. Which of the following is the first step in the process of job analysis?
 - (i) Developing a job description
 - (ii) Information gathering
 - (iii) Job specific competency determination
 - (iv) Developing a job specification
5. The process of locating and encouraging potential applicants to apply for an existing or an anticipated job openings is called _____.
 - (i) selection
 - (ii) placement
 - (iii) recruitment
 - (iv) induction
6. _____ is the process of assigning a specific job to each one of the selected candidates.
 - (i) Profiling
 - (ii) Induction
 - (iii) Placement
 - (iv) Orientation
7. ADDIE is a methodology applied in the HR function of
 - (i) Recruitment
 - (ii) Training
 - (iii) Performance appraisal
 - (iv) Grievance handling
8. The formal written complaint of employees is called
 - (i) Grievance arbitration
 - (ii) Grievance strike.
 - (iii) Employee Ownership
 - (iv)Grievance.
9. _____ is the big problem for every organization
 - (i) recruiting and selecting
 - (ii) Attracting and retaining
 - (iii) Performance appraisal
 - (iv) Promotion and transfer
10. Job Evaluation tries to make a systematic comparison between
 - (i) Workers
 - (ii) Jobs
 - (iii) Machines
 - (iv) Departments

SECTION - B (35 Marks)

Answer ALL Questions

ALL Questions Carry EQUAL Marks (5 x 7 = 35)

11. a. Elucidate the important function of HRM.

(OR)

b. Deliberate the different theories of HRM.

Cont...

12 a. Illuminate the merits and demerits of job analysis.

b Enumerate the various techniques used for forecasting HRP.

13 .a. Summarise the various steps involved in selection process.

(OR)

b. Explain placement is an important HR function and significance it.

14.a .Narrate the advantages of career planning to employee and organisation.

(OR)

b Outline the source of employee grievance in an organisation.

15.a. Confer the problem in performance appraisal. Suggestions for minimising the problems in its.

(OR)

b Describe the essential characteristics of an effective performance appraisal system.

SECTION - C (30 Marks)

Answer any **THREE** Questions

ALL Questions Carry **EQUAL** Marks (3 x 10 = 30)

16. Elaborate the role of HR manager in an organisation.

17. Infer the term job analysis. Why is it important? How do you conduct a job analysis?

18. Discuss the various internal and external sources of recruitment

19. Critically assess the different methods of training.

20. Examine the various process of job evaluation and also essentials of successful its.

Z-Z-Z

END