

M.A. DEGREE EXAMINATION, APRIL 2019
I Year I Semester
Human Resource Management

Time : 3 Hours

Max.marks :75

Section A ($10 \times 2 = 20$) Marks

Answer any **TEN** questions

1. Human resources Management.
2. Job analysis.
3. Recruitment.
4. Career planning.
5. HR Research.
6. Individual goals.
7. External competitiveness.
8. Man power management
9. Induction.
10. Disciplinary action.
11. Rewards.
12. VRS.

Section B ($5 \times 5 = 25$) Marks

Answer any **FIVE** questions

13. Outline the basic and importance of a good personal manager.
14. How will you control employee turnover.
15. Elucidate the criteria considered for the promotions of employees.
16. Describe the nature and importance of human resources polices.
17. Explain the essentials of an effective performance appraisal system.
18. Describe about any two approaches of HR Audit.
19. Define Job analysis? And discuss the objectives of job analysis.

Section C ($3 \times 10 = 30$) Marks**PART - A - Case Study - Compulsory Question**

20. CCC is a small successful company. Recently, though, labor costs have risen faster than revenue. The Company President has also found that human resource issues are taking up more and more of his time and frequently result in production problems. Both overtime and late shipments are increasing. Until now, the President's administrative assistant handled all HR-related administrative activities. You are here as the newly-hired HR manager.

* How will you analyse the problem and give suitable suggestion.

PART - B

Answer any **TWO** questions

21. Discuss the various qualities of a good personnel manager.
22. Explain briefly important interview techniques used for selecting supervisory and managerial staff.
23. Discuss the important functions of human resources management.
24. Explain the purposes, types and methods of recruitment and selection.

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