

M.A. DEGREE EXAMINATION, NOVEMBER 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 Resource Management.
2. Personnel Manager.
3. Human Resource Policy
4. Human Resource Planning.
5. Exit Interview
6. Promotion
7. Aptitude Test
8. Recruitment
9. HRIS
10. Flex Time
11. VRS
12. Job Analysis

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

Answer any **FIVE** questions

13. Describe the managerial and operative functions of Human Resource Management.
14. Define the following:
 - a) Job Description
 - b) Job Specification
15. What are the factors responsible for transfers?
16. What sources of recruitment will you recommend for the appointment of the management personnel? Why?
17. Explain professional code of ethics in HR profession.
18. Explain the qualities of a good personnel manager.
19. Explain long and short term planning.

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

20. Mrs. Suman Prbhakar worked for 20 years in the Xavier Ltd, she joined very recently Franky Ltd, as the production manager, she was supposed to attend a routine departmental heads meeting last Friday at 4.30 p.m., which was presided over by the managing director of the company. She did not attend the meeting as there was no formal or informal communication to her, the managing director didn't like her absence as there were many important items to be discussed regarding production department, Mrs. Suman Prbhakar was called by the managing director on the next day and asked explanation for not attending the meeting Mrs. Suman Prbhakar replies that there was no information. The secretary said that it was a routine meeting and as such information was not sent to any departmental head. But all other heads, except Mrs. Suman Prbhakar. attended the meeting.

Question:

- a) Who is responsible for the occurrence of such a mistake?
- b) Find out the reason for the incident. How do you propose to solve such problems in future?

PART - B

Answer any **TWO** questions

21. Discuss nature and scope of HRM.
22. State the benefits of Human Resource Planning in organizations.
23. Explain various types of promotion.
24. Explain psychological tests used in selection in industries.

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