

**FIFTH SEMESTER B.VOC. DEGREE EXAMINATION, NOVEMBER 2017****GEC 5MR 13—HUMAN RESOURCE MANAGEMENT**

Time : Three Hours

Maximum : 80 Marks

## A. Fill in the blanks :

- 1 \_\_\_\_\_ means attracting the employees working elsewhere to join the organization.
- 2 \_\_\_\_\_ is lowering of status, salary and responsibilities of an employee.
- 3 In \_\_\_\_\_ members belonging to a professional association receive training in new techniques and ideas pertaining to their own vocations.
- 4 The process where the superior and subordinate managers of an organization jointly identify its common goals and define responsibility is called \_\_\_\_\_.
- 5 \_\_\_\_\_ are professional agencies that maintain a database of executive positions.

## B. Multiple Choice :

- 6 The wage which must provide not only bare sustenance of life but also preserve the efficiency of the worker is :
  - (a) Minimum wage.
  - (b) Real wage.
  - (c) Fair wage.
  - (d) Living wage.
- 7 A deliberate attempt for an individual to become more aware of his or her skills, interest values opportunities, choices and consequences is A.HR planning. B. Man power planning C. Career planning D. Career development
- 8 The candidate sending applications for jobs on their own initiative is an example of
  - (a) Internal source of recruitment.
  - (b) External source of recruitment.
  - (c) Internal source of selection.
  - (d) External source of selection.
- 9 A interview where the interviewer does not ask preplanned questions is :
  - (a) Stress interview.
  - (b) Structured interview.
  - (c) Programmed interview.
  - (d) Unstructured interview.

Turn over

- 10 A Written statement of the duties, responsibilities, required qualifications and relationships of a particular job is called :
- (a) Job specification. (b) Job rotation.  
(c) Job description. (d) Job analysis.

**Part B**

*Answer any eight questions.  
Each question carries 2 marks.*

- 11 What is BARS ?  
12 What do you mean by career anchors ?  
13 What is demotion ?  
14 What do you mean by job rotation ?  
15 What is induction ?  
16 What are graphic rating scales ?  
17 What is apprenticeship training ?  
18 What is downsizing ?  
19 What is talent inventory ?  
20 What are fringe benefits ?

(8 × 2 = 16 marks)

**Part C**

*Answer any six questions.  
Each question carries 4 marks.*

- 21 What are the various methods for performance appraisal in an Organization ?  
22 What are the modes of external recruitment ?  
23 Which are the objectives of human resource planning ?  
24 Discuss Merrick's Differential Piece Rate System.  
25 Describe the process of executive development.  
26 What are the different types of employment tests in selection process ?  
27 What is the process of grievance handling mechanism ?  
28 What are the Objectives of job analysis ?

(6 × 4 = 24 marks)

**Part D**

*Answer any two questions.  
Each question carries 15 marks.*

- 29 What are the steps in the process of selection?
- 30 Explain the need and importance of training and elaborate on the types of training.
- 31 What are the objectives of human resource planning? Discuss the factors influencing human resource planning ?

(2 × 15 = 30 marks)