9N (HRM)

[21 HRKP1S(N)–22A]

DERM/PGDHRM 1st Semester (New) Exam., 2021 (W)

HUMAN RESOURCE MANAGEMENT

[PGDHRM S1 02]

Full Marks : 70/80

Time : 3 hours

The figures in the margin indicate full marks for the questions

(a) Learners admitted in 2020 and 2021 are to answer *70* Marks (Question Nos. **1** to **4**).

(b) Learners admitted in and before 2019 are to answer all the questions (Question Nos. **1** to **5**), i.e., for *80* Marks.

1. Answer any *five* from the following questions (each in around *50* words) : 2×5=10

(a) Write any two roles of HR executive.

(b) Write any two features of Human Resource planning.

(c) Define 'e-recruiting'.

(d) Name any two 'off the job training methods'.

(e) What is meant by wage?

(f) Job description is an essential part of job analysis. Explain how.

2. Answer any *four* from the following questions (each in around *100* words) : 3×4=12

(a) Define 'competency'. Write about the factors of organizational competencies. 1+2=3

(b) Discuss why job analysis is important for an organization.

(c) Define 'grievance'. State any four causes of grievance. 1+2=3

(d) Define 'discipline'. Write any four objectives of discipline. 1+2=3

(e) Write a note on Human Resource Information System (HRIS). Please explain.

3. Answer any *four* from the following questions (each in around *200* words) : 6×4=24

   (a) Write the implications of global economy on HRM.

   (b) Discuss the various functions of Human Resource Management.

   (c) Discuss why you think HR planning is important for an organization.

   (d) Discuss the selection process adopted by organizations.

   (e) Write about the methods of management development.

4. Answer any *three* from the following questions (each in around *250* words) : 8×3=24

   (a) What is meant by 360 degree performance appraisal? Discuss its merits and demerits. 4+2+2=8

   (b) Describe the factors influencing wages and salary administration.

   (c) Write a note on 'job evaluation'. Write the advantages of job evaluation. 5+3=8

   (d) Discuss the job analysis methods that are used by the organizations.

The following question is *NOT* for the learners admitted in 2020 and 2021 batches :

5. Answer any *one* from the following questions (in around *300* words) : 10

   (a) Performance appraisal plays an important in an organization. Explain. Also discuss the modern methods of performance appraisal. 4+6=10

   (b) Discuss the various types of discipline. Also highlight the procedures followed for disciplinary action in an organization. 5+5=10

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