

Roll No.

Total No. of Pages : 02

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B.Voc. (Hospitality & Catering Management) (Sem.-5)

HUMAN RESOURCE MANAGEMENT

Subject Code : BVHCM-508-19

M.Code : 90836

Date of Examination : 21-12-22

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.**
2. **SECTION-B contains FIVE questions carrying FIVE marks each and students have to attempt any FOUR questions.**
3. **SECTION-C contains THREE questions carrying TEN marks each and students have to attempt any TWO questions.**

SECTION-A

1. Write briefly :

- a) Definition of Personnel Management
- b) Manpower Planning
- c) Procurement Function
- d) Industrial Relations
- e) Definition of Recruitment
- f) Sensitivity Training
- g) Validity of Test
- h) Stress Interview
- i) Difference between training and development
- j) Reference Check.

SECTION-B

2. Explain the objectives of personnel management.
3. Discuss the need for manpower Planning.
4. Describe the merits and demerits of campus selection.
5. Explain the contents of application blank.
6. Explain the process of employee training.

SECTION-C

7. Discuss the qualities of a good personnel manager.
8. Explain the steps of human resource planning process.
9. **Write short notes on the following :**
 - a) Employment Tests
 - b) Off-the-job Training

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.