

Roll No.

Total No. of Pages : 02

Total No. of Questions : 09

BBA (2014 to 2017)/BRDM (2014 & Onwards) (Sem.-3)

## HUMAN RESOURCE MANAGEMENT

Subject Code : BBA-301

M.Code : 70622

Time : 3 Hrs.

Max. Marks : 60

### INSTRUCTION TO CANDIDATES:

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

### SECTION-A

1. Answer briefly :

a. Deregulation b. Issues in HRM c. Job Analysis d.

Job Rotation e. Methods of collecting job analysis

information

f. Selection Process

g. Placement

h. Types of Transfer

i. Training

j. Wage administration

## SECTION-B

### UNIT-I

2. What is Human Resource Management? What are the functions performed by the HR manager?
3. Discuss new trends in HRM due to globalisation.

### UNIT-II

4. What are the various approaches to Job designing and discuss in detail methods of job designing?
5. Differentiate between job description and job specification. Briefly explain the steps in job analysis process.

### UNIT-III

6. What do you mean by recruitment? Describe the various methods of recruitment.
7. What is the purpose of induction? Discuss induction process in detail.

### UNIT-IV

8. What is an incentive? Discuss the different types of incentive system.
9. Differentiate between traditional and modern techniques of performance appraisal.

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.