

- Q.29 Discuss the objectives of job analysis.
- Q.30 What are the causes of separation?
- Q.31 Discuss the factors influencing job satisfaction.
- Q.32 What are the steps in placement process.

### SECTION-D

**Note:** Long answer type questions. Attempt any three questions out of four questions. 3x10=30

- Q.33 Discuss the need and limitations of human resource management.
- Q.34 Explain the process and techniques of job enrichment.
- Q.35 What is job analysis? What are the steps involved in the preparation of job analysis.
- Q.36 Discuss the selection process in detail.

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### Subject : Human Resource Management-II

Time : 3 Hrs.

M.M. : 100

### SECTION-A

**Note:** Objective type questions. All questions are compulsory (10x1=10)

- Q.1 Name three basic functions of HR manager.
- Q.2 Mention one characteristic of a good job description.
- Q.3 Give two examples of intelligence tests.
- Q.4 Write two limitations of job enlargement.
- Q.5 Mention one effect of labour turnover.
- Q.6 HRM approach is needed for creating a better understanding among workers and \_\_\_\_\_.
- Q.7 The resulting products of job analysis are \_\_\_\_\_ and \_\_\_\_\_.

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- Q.8 Write one effect of absenteeism.
- Q.9 Mention one characteristic of an enriched job.
- Q.10 Name two types of interviews.

### SECTION-B

**Note:**Very short answer type questions. Attempt any ten questions out of twelve questions. 10x2=20

- Q.11 Define human resource management.
- Q.12 Write two contents of job description.
- Q.13 Why is selection important?
- Q.14 Give one difference between job enlargement and job enrichment.
- Q.15 Write two way to control absenteeism.
- Q.16 What is the importance of HRM for the employees?
- Q.17 Mention two problems in job analysis.
- Q.18 Define induction.

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- Q.19 What is the relationship between job satisfaction and absenteeism?
- Q.20 State two methods for the measurement of labour turnover.
- Q.21 Write two objectives of HRM.
- Q.22 What is the importance of induction?

### SECTION-C

**Note:**Short answer type questions. Attempt any eight questions out of ten questions. 8x5=40

- Q.23 Discuss the features of human resource management.
- Q.24 What are the contents of job specification?
- Q.25 Describe the induction procedure.
- Q.26 Discuss the concept of job enlargement. How effective is it as a motivational technique?
- Q.27 What are the causes of absenteeism.
- Q.28 Explain the impact of technology on HRM.

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