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4 (Sem-1) HRM

2021

(Held in 2022)

COMMERCE

(Management Major)

(Human Resource Management-I)

Full Marks : 80

Time : Three hours

***The figures in the margin indicate
full marks for the questions.***

1. Choose the correct answers : $1 \times 10 = 10$

(i) Identify the managerial function out of the following functions of HR manager :

- (a) Procurement
- (b) Development
- (c) Organising
- (d) Performance appraisal

(ii) Which of the following is an example of operative function of HR manager ?

- (a) Planning
- (b) Organising
- (c) Procurement
- (d) Controlling

(iii) Total quality management focuses on

- (a) employee
- (b) customer
- (c) Both (a) and (b)
- (d) None of the above

(iv) The process of developing the applicant's pool for job openings in an organisation is called

- (a) hiring
- (b) recruitment
- (c) selection
- (d) retention

(v) The division of total task to be performed into a manageable and efficient unit is

- (a) job design
- (b) job specification
- (c) job analysis
- (d) job description

(vi) The scope of human resource management includes

- (a) procurement
- (b) development
- (c) compensation
- (d) All of the above

(vii) Which is the factor of job evaluation ?

- (a) Skill
- (b) Effort
- (c) Working condition
- (d) All of the above

(viii) Which of the following is the objective of wage and salary administration ?

- (a) To establish fair and equitable compensation
- (b) To attract qualified and competent personnel
- (c) To improve motivation and morale of employees
- (d) All of the above

(ix) _____ is the benefit payable to the employees over and above the direct compensation and usually without any reference to their performance.

- (a) Retirement benefit
- (b) Fringe benefit
- (c) Individual benefit
- (d) Wage incentive

(x) _____ can be defined as a written record of the duties, responsibilities and condition of job.

- (a) Job description
- (b) Job specification
- (c) Job performance
- (d) All of the above

2. Write very short answers : (**any five**)

2×5=10

- (i) What do you mean by the term 'kaizen' ?
- (ii) What is repatriation ?
- (iii) Write *two* distinctions between domestic HRM and international HRM.
- (iv) State the meaning of placement and induction.
- (v) Write *two* differences between recruitment and selection.
- (vi) What do you mean by virtual organisation ?
- (vii) What is incentive plan ?

3. Write short answers on **any four** of the following (within **150** words each) :

5×4=20

- (i) Outline the growth of human resource management during the last decade.
- (ii) What are the key recruitment practices followed in Indian organisations ?

(iii) What are the merits and limitations of psychological tests as a tool of measurement in a selection process ?

(iv) Discuss the process of job evaluation.

(v) Discuss the prerequisites for an effective wage incentive plan.

(vi) How does workforce diversity affect HRM ?

(vii) Discuss *any three* non-analytical job evaluation methods with pertinent examples.

4. Explain the importance of HRM functions. Discuss few objectives of human resource policies. 10

OR

Evaluate the **operative** functions of HRM with example. 10

5. Discuss the factors which influence the selection process. 10

OR

What are various external recruitment sources ? Discuss their advantages and disadvantages. 10

6. Enumerate *any four* individual wage incentive plans with appropriate examples. 10

OR

Explain the concept of 'living wage' and 'fair wage'. Briefly discuss the national wage policy of Indian government. 5+5=10

7. Identify the major challenges influencing HRM in the context of globalisation. Put forward your arguments to resolve these challenges. 10

OR

Distinguish between traditional and virtual organisation. Discuss the human resource management issues in a virtual organisation. 10