

**Subject : Human Resource Management**

Day : Monday  
Date : 05/12/2016



Time : 02.00 PM TO 05.00 PM  
Max Marks : 80 Total Pages : 1

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**N.B.:**

- 1) Attempt **ANY FIVE** questions from Section – I and attempt **ANY TWO** questions from Section – II.
  - 2) Answers to both the sections should be written in the **SAME** answer book.
  - 3) Figures the right indicates **FULL** marks.
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**SECTION - I**

- Q.1** What is Human Resource Management? Enlist various duties of HR Manager in an organization. [10]
- Q.2** Explain the difference between recruitment and selection with suitable examples. [10]
- Q.3** Discuss the concept and importance of training and development. [10]
- Q.4** Define performance appraisal. Explain the steps involved in it. [10]
- Q.5** Elaborate on the elements of Industrial Relations. [10]
- Q.6** Outline the procedure followed for conducting grievances handling in an organization. [10]
- Q.7** Write short notes on **ANY TWO** of the following: [10]
- a) Advantages of on the job training
  - b) Job analysis process
  - c) Factors influencing wages and salary

**SECTION – II**

- Q.8** Suggest a suitable training module and calendar for newly appointed sales executives for a electronic gazets shopping mall. [15]
- Q.9** Prepare a suitable performance appraisal method for middle – level manager, an organization in engaged in banking and insurance services. [15]
- Q.10** Design the recruitment and selection procedure for appointing sales staff working for pharmaceutical company. [15]

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