

57532

BBA 4th Semester (NS) 2014-17

Examination, May-2023

**HUMAN RESOURCE MANAGEMENT**

**Paper-BBAN-402**

*Time allowed : 3 hours]*

*[Maximum marks : 80*

*Note : Section-A (Question No. 1) is compulsory. Attempt one question from each unit in Section-B. All questions carry equal marks.*

**Section-A**

1. Explain the following terms :
  - (a) Job analysis
  - (b) Employee retention
  - (c) Right sizing
  - (d) BPO
  - (e) Selection
  - (f) HRM policies
  - (g) Induction
  - (h) Human Resource Planning

**Section-B**

**Unit-I**

2. Define HRM and state the role of HR manager.
3. What are the challenges of human resource management in the global environment.

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**Unit-II**

4. "Job design is a result oriented tool for optimal utilization of human resource." Discuss with example.
5. Define recruitment. An ideal recruitment policy should include both internal and external sources of recruitment. Comment.

**Unit-III**

6. Explain the importance of training and development. And further describe the need of evaluation of training programme.
7. What is succession planning? How do the organization plan for the succession of the employees?

**Unit-IV**

8. "Flexi work time enhance the employee performance." Discuss with suitable example.
9. Write short notes on :
  - (a) Balance score card
  - (b) Competency based HRM