Navrachana University

School of Liberal Science and Education
End-Semester Examination November 2017
SY B.Sc. Semester 3
Human Resource Management 1 (HR 203)

Date: 24.11.2017

Marks: 40

Time: 3.30 am to 5.30 pm

Instructions:
→ Write each answer on a new page
→ Do not write anything on the question paper

1. *Multiple choice questions:*   5

   I. _____ occurs when an interviewer judges an applicant's entire potential on basis of a single trait.
      a. Judgmental error
      b. Halo error
      c. Personal error
      d. Leniency

   II. Management can ensure control of labour costs by avoiding both shortages & surplus of manpower through
      a. Manpower planning
      b. Job Descriptions
      c. Scientific recruitment
      d. None of the above

   III. _____ indicates what all a job involves. It is a statement that contains job title, location, job summary, duties, hazards, etc.
      a. Job analysis
      b. Job description
      c. Job specification
      d. Job evaluation

   IV. Moving employees from one job to another in a predetermined way is called
      a. Job reengineering
      b. Work mapping
      c. Job enrichment
      d. Job rotation

   V. The following is (are) concerned with developing a pool of candidates in line with the human resources plan for job vacancies
      a. Development
      b. Training
      c. Recruitment
      d. Selection

2. *Explain the following terms (1 Mark Each):*
   I.   Time lapsed data
   II.   Commodity concept
   III. Employee Poaching
   IV.   Job Bidding
   V.   Incremental Strategy

3. *State & Explain the following in brief: (5 Marks Each)*   15
   a. Any five data collection methods/tools of Job Analysis
   b. Any five operative functions of HRM
   c. Types of Interviews

4. Replica Ltd. is an advertising agency successfully running since last 5 years. With a thought of   15
   expanding their business in another city. Higher authorities have decided to appoint new employee
   at the position of creative head for this new branch. Task of recruiting and selecting these
   candidates has been allocated to you. Considering the above situation answer the questions given
   below assuming yourself as HR Manager of this company.
   a. What can be the reasons of recruiting new candidates in any company (other than
       expansion mentioned in the above situation)? (3 Marks)
   b. Which sources of recruitment will you explore for recruiting potential candidates for the
       above mentioned designation? (6 Marks)
   c. Design a systematic selection process for selecting best candidate for the post of creative
       head? (6 Marks)

...All the best...

2.