



EC 4101 Human Resource Development (Compulsory)

**INSTRUCTIONS**

Answer **Five** questions.

Mobile phones are NOT permitted.

Attach the question paper to the **end** of the answer script

**TIME: 3 (three) Hours**

**INDEX NUMBER**

--

1. (a) State the key features of Human Resource Management (HRM). (04 marks)  
(b) Distinguish the Personal Management and HRM. (06marks)  
(c) "Organization may not be able to achieve its objectives, if they mismanaged or neglected the human resource". Evaluate this statement based on consequences of poor HRM. (10 marks)
  
2. (a) Briefly explain the responsibilities of Human Resource Department. (04 marks)  
(b) Discuss the specific roles performed by HR Department. (08 marks)  
(c) "Behavioral elements of job design are concerned with elements which lead to employee satisfaction". Explain this statement with suitable examples. (08 marks)
  
3. (a) What do you mean by the terms "Job Description" and "Job Specification"? (04 marks)  
(b) "Several factors are effecting on the forecasting of future manpower requirement of an organization". Critically evaluate this statement. (08 marks)  
(c) Discuss the importance of Human Resource planning with suitable examples. (08 marks)
  
4. (a) Briefly describe the objectives of employee "Selection". (03 marks)  
(b) Job interviews are conducted at the beginning and at the end of the selection process. Explain the different types of job interviews. (07 marks)  
(c) Discuss the advantages and disadvantages of internal and external sources of recruitment. (10 marks)
  
5. (a) State the objectives of performance appraisal (03 marks)  
(b) Briefly explain the factors that need to be considered when conducting performance appraisal. (04marks)  
(c) Discuss the principles of learning related to the HRM with suitable examples. (06 marks)  
(d) "Incentives are key factors to uplift the courage of the employees in an organization". Critically evaluate this statement. (07 marks)

6. Occupational health and Safety management is a vital HRM practice of any organization.
- (a) Differentiate the occupational health and occupational safety (04 marks)
  - (b) Briefly explain the importance of occupational health and safety management in context of organizational management. (08 marks)
  - (c) Discuss the different possible causes of accidents in a mechanized agriculture farm. (08 marks)
7. (a) Briefly elaborate the nature of organizational disciplines. (03 marks)
- (b) Explain the objectives of organizational disciplinary and grievances management. (07 marks)
  - (c) Discuss the different factors that effect on Industrial Relations. (10 marks)