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Total No. of Pages : 02

Total No. of Questions : 09

BHMCT (Sem.-7)
HUMAN RESOURCE MANAGEMENT
Subject Code : BH-409
M.Code : 14578

Time : 3 Hrs.

Max. Marks : 30

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A** is **COMPULSORY** consisting of **TEN** questions carrying **ONE** mark each.
2. **SECTION-B** contains **FIVE** questions carrying **2½** (Two and Half) marks each and students has to attempt any **FOUR** questions.
3. **SECTION-C** contains **THREE** questions carrying **FIVE** marks each and students have to attempt any **TWO** questions.

SECTION-A**1. Write short notes on :**

- a) Job description
- b) Incentives
- c) Human Resource Management
- d) Preliminary interview
- e) Placement
- f) Job rotation
- g) Performance appraisal
- h) Induction
- i) Job enrichment
- j) Human Resource Development

SECTION-B

2. What is job specification?
3. Enlist the steps involved in recruitment process.
4. Enlist different methods of performance appraisal.
5. What are the factors effecting recruitment?
6. What are the different HRM record systems?

SECTION-C

7. Explain the selection process in detail.
8. What do you understand by training? Why is it needed?
9. Elaborate the importance of human resource management.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.