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School of Finance and Commerce

**Bachelor of Commerce Honours in International Accounting and Finance
Mid Term Examination - Nov 2023**

**Duration : 90 Minutes
Max Marks : 50**

Sem III - H1UD303T - Basics Of Human Resource ManagementGeneral Instructions

Answer to the specific question asked

Draw neat, labelled diagrams wherever necessary

Approved data hand books are allowed subject to verification by the Invigilator

- 1) Illustrate the concept of Job analysis. K2 (2)
- 2) Give a classification of interviews. K1 (3)
- 3) Discuss the emerging challenges in HRM. K2 (4)
- 4) Categorize the different sources of recruitment. K2 (6)
- 5) "Interview is the least valid and reliable method of selection in, yet it is widely used." Evaluate. K3 (6)
- 6) Describe the structure of human resource department and explain the objectives of human resource department. K3 (9)
- 7) Describe the meaning of human resource planning and its characteristics. K4 (8)
- 8) Assume that your company is dedicated to giving employees careers, not just jobs. What actions would you recommend to minimize layoffs resulting from ups and downs of economic cycles? K4 (12)

OR

Explain the process of recruitment which will ensure a match between the job and jobholder on the one hand and job satisfaction and productivity on the other hand." K4 (12)