Time: 2 ½ Hours   **Marks: 75**

NB: (1) All questions are compulsory.(2) Figures to right indicate full marks

1 (A) Multiple Choice Questions (Any Eight):   **(08)**

1. _____ is the process by which we understand the nature of the job and its human requirements.
a) Job analysis
b) Job specification
c) Job description,
d) None of the above

2. HRM involves various _____ sciences.
a) Political
b) Social
c) Home
d) Natural

3. Empowered employees are given _____.
a) Autonomy
b) Autocracy
c) Monarchy
d) Oligarchy

4. Empowerment refers to feeling of control and _____ that emerge when people are given power in a previously powerless situation.
a) Self-sufficiency
b) Self-efficiency
c) Self-control
d) Self-deprecation

5. _____ is the process of identifying and encouraging prospective employees to apply for jobs.
a) Human Resource Planning
b) Selection
c) Recruitment
d) Lateral Transfer

6. _____ is what a person can do now and what he can learn to do in future.
a) Ability
b) Interest
c) Aptitude
d) Personality

7. Management Development is a _____ process.
a) Short term
b) Long term
c) Continuous
d) Halting

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8. The fruits of higher returns are shared by _____.
a) Trainer and trainees
b) Company and employees
c) Suprevisor and subordinate
d) The trainee himself.

9. Incentives are measures to stimulate human _____.
a) Pain
b) Effort
c) Humor
d) Anger

10. Employees will accept _____ better and work better if they participate in them.
a) Change
b) Managers
c) Decisions
d) Mergers

1(B) State whether True or False:(Any 7)   (07)

1) Effective management of human resources has national significance.
2) In job rotation , the employee is shifted from one job to another.
3) Job Analysis cannot be used in compensation to identify or determine skill levels.
4) Job description assists the candidate to understand the requirements of the job which are to be fulfilled by him.
5) Promotions are always based on merit.
6) HRP is futuristic in nature
7) With Individual Incentive program, it is not easy to evaluate each employee's individual performance.
8) Employees feel isolated if they feel that their efforts are not having an impact on their organisation.
9) Performance is always measured in terms of results and not efforts.
10) On the Job Training affects the regular work of employees.

Q2. **(A)** What are the functions associated with human resource management? **(08)**

(B) What are the objectives of human resource management in banking and insurance?   **(07)**

OR

Q2 **(P)** Explain the role and functions of human resource manager in banking and insurance sector.   **(08)**

(Q) Explain the meaning and nature of human resource management.   **(07)**

Q3. **(A)** Explain the meaning of Job Satisfaction and explain the factors affecting Job Satisfaction. **(08)**

(B) Explain the Benefits of Job Analysis. **(07)**

OR

Q.3 **(P)** Define Job Design and explain the factors affecting Job Design. **(08)**

(Q) Explain Factor Comparison method of Job Evaluation. **(07)**

Q4. **(A)** What is Human Resource planning? Explain the steps involved in the Human resource planning process. **(08)**

(B) Explain the selection procedure in banking sector. **(07)**

OR

Q4. **(P)** What are the different methods of training and development? **(08)**

(Q) Explain the training process in brief. **(07)**

Q5. **(A)** Explain the objectives of Compensation Management. **(08)**

(B) Explain the objectives of Participative Management. **(07)**

OR

Q5. **Write Short Notes on (Any Three):** **(15)**
   a) Role of HRM in global perspective
   b) Methods of Job Analysis
   c) Types of Transfers
   d) Importance of Performance Appraisal
   e) Benefits of Employee Welfare Schemes

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