

Roll No.

Total No. of Pages : 02

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BBA (2012 & Onward Batches)
BRDM / Bachelor in Service Industry Management (SIM) (2014 Batch)
(Sem.-3)

HUMAN RESOURCE MANAGEMENT

Subject Code : BBA-301

Paper ID : [C1164]

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.**
2. **SECTIONS-B consists of FOUR Sub-sections : Units-I, II, III & IV.**
3. **Each Sub-section contains TWO questions each, carrying TEN marks each.**
4. **Student has to attempt any ONE question from each Sub-section.**

SECTION-A

1. Write briefly :

- a. Human Resource Management
- b. Job description
- c. Globalization
- d. Recruitment
- e. Performance Appraisal
- f. Human Resource Development
- g. Career planning
- h. Job enlargement
- i. Selection
- j. Training

SECTION-B

UNIT-I

2. Discuss the importance and role of human resource management in the organisations.
3. Describe the various issues and challenges of human resource management.

UNIT-II

4. Explain the process of job analysis.
5. Write a note on the following :
 - a) Job enrichment
 - b) Job design

UNIT-III

6. What are the various sources of recruitment? Mention their merits and demerits also.
7. Discuss the various types of selection tests and interviews.

UNIT-IV

8. Explain the various techniques of employee training.
9. Discuss the modern methods of performance appraisal.