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Name of the Candidate:

## **DIPLOMA EXAMINATION, 2010**

**PUBLIC ADMINISTRATION**

**(PAPER – IV)**

### **140. HUMAN RESOURCE MANAGEMENT**

*December)*

*(Time: 3 Hours*

Maximum: 100 Marks

**I. Answer any FIVE of the following  
(5×20=100)**

1. Describe the meaning and importance of Human Resource Management.
2. Define Man power planning and explain the methods of man power planning.
3. Discuss the significance of recruitment and analyse the process of recruitment.
4. Describe the different types of retirement benefits.
5. Examine Abraham Maslow's theory of Motivation.
6. What is Informal group? Explain its advantages and disadvantages.
7. Analyse the behavioural theory of leadership.
8. Discuss the barriers to effective communication.
9. What is Employee counselling? Discuss the types of counselling.
10. Describe the need for job analysis and evolution.

jkpHhf;fk;

vitnaDk; le;J tpdhf;fSf;F tpilaspf;ft[k;

midj;J tpdhf;fSf;Fk; rk kjpg;bgz;fs;

(5×20=100)

1. kdpjts nkyhz;ikapd; bghUs; kw;Wk; Kf;fpaj;Jtj;ij tpthpf;f.

2. kdpj rf;jp jpl;lkpLjiy tiuaWf;f nkYk; kdpj rf;jpia gad;gLj;j jpl;lkpLk; tHpKiwfis tpsf;Ff.
  3. gzpakh;j;jypd; Kf;fpaj;Jtj;ij tpthjpf;f nkYk; gzpakh;j;jy; Kiwia gFj;jha;f.
  4. gy;ntW tifahd Xa;t[fhy ed;ikfis tpthpf;f.
  5. Mgpufhk; kh!;nyhtpd; Cf;f nfhl;ghl;il Muha;f.
  6. Kiwrhuh FG vd;why; vd;d? mjd; ed;ik/ jPikfis tpsf;Ff.
  7. jiyikapd; elf;if nfhl;ghl;oid gFj;jha;f.
  8. rf;jp tha;e;j jfty; bjhlh;g[ Kiwapy; cs;s jilfis tpthjpf;f.
  9. gzpahsh;fSf;fhd Mnyhrid vd;why; vd;d? Mnyhridapd; tiffis tpthjpf;f;
  10. ntiy gFg;gha;t[ kw;Wk; kjpg;gPl;od; njitia tpthpf;f
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