

MAY 2016

**P/ID 77509/PMBJ/
PMB1J/PMBSL**

Time : Three hours

Maximum : 100 marks

PART A — (5 × 6 = 30 marks)

Answer any FIVE questions.

1. Explain about HR policies.
2. Compare between recruitment and selection.
3. What is meant by “Red Hot Strove”?
4. Elucidate the concept of “job enrichment”. State its benefits.
5. Is non-financial incentives motivate the employees? Comment.
6. What do you mean by burn out? Explain with examples.
7. How do you maintain the personnel records? Discuss.
8. What is meant by tele commuting? Explain.

PART B — (5 × 10 = 50 marks)

Answer any FIVE questions.

9. Examine the major qualities and qualifications required of personnel manager.
10. Discuss the importance and types of psychological test as a selection technique.
11. Distinguish between promotion and demotion. Describe the basis of promotion. Discuss their pros and cons.
12. What is meant by “rating biases”? Enumerate the modern techniques of performance appraisal.
13. Examine the different factors which influence wage and salary structure in Indian industry.
14. Bring out the importance of safety and health to the employees. How do you design the safety training among the employees in sugar industry?
15. Identify the causes and coping strategies of stress among the team leaders in IT industry.
16. What is prioritizing work scheduling? How do you create flexible working condition and identify its impact on performance?

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PART C — (1 × 20 = 20 marks)

Compulsory

17. General electrical company is a medium size enterprise currently engaged in agency business and direct sales of electrical household goods like grinders and mixers, vaccum cleaners, electric iron, toasters, ovens, washing machines and the like. The company is owned by the family of three brothers who are qualified engineers. This firm decides to set up their own manufacturing activity in some of the products they sell through their four retail outlet in Patna. The engineer owners are well qualified in their own field and have no knowledge of the interviewing techniques and its advantages.

They have so far recruited their sales and other staff through friends, relatives references by schools and colleges. For their new plant coming up in the vicinity of Patna, they decide primarily to recruit staff both technical and non-technical through the conventional, interview method known them as proprietors. They also believe that experienced persons without requisite technical background can run the plant and do not want to wait longer for production and sale of their own products.

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Brief make a write up of various steps :

- (a) Involved in interviewing and its advantages.
 - (b) What training would you like to inculcate to the “Interviewers”?
 - (c) Narrate in brief the purpose and usefulness in each of the step involved in different types of interviews.
 - (d) Draw an interview rating scale which can be used by the proprietors.
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