TILAK MAHARASHTRA VIDYAPEETH, PUNE BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.) EXAMINATION: JUNE - 2022

SEMESTER - V

Sub.: Human Resource Management (BBA15-511)

Date :-22/06/2022 Instructions:		Total Marks : 601) The paper consists of two sections I and II.2) All questions are compulsory.		Time: 10.00 am to 12.	Time: 10.00 am to 12.30 pr	
		SECT	<u> 10N - I</u>			
Q. 1.	Answer in c	letail (Any two out of four)			(20)	
1.	Draft a job promotion policy for an employee and define the criteria's to decide employee					
	eligibility for promotion.					
2.	Explain the roles and responsibilities of a HR manager in the present scenario.					
3.	Define Recruitment and describe various sources of recruitment?					
4.	What is the difference between training and Development? Explain different types of training programs.					
Q. 2	Write short	notes: (Any 2)			(10)	
a)		npower Planning				
b)	Managemen	t by Objectives				
c)	Job Enrichm	lent				
d)	Induction Pr	ocess				
		SECT	ΓΙΟΝ-ΙΙ			
Q. 3.	Choose the	he most appropriate option (
1)	An interview taken by three or five management personnel is termed as					
,	a)Discussion		b)Panel I			
	c) virtual in	terview	d)mock In	nterview		
2)	<i>Induction</i> and <i>orientation</i> for all new staff can provide as a to effective performance.					
	a) bridge		b) barrie	r		
	c) roadbloc	k	d) obstru	action		
3)	According to "Recruitment is the process of searching for prospective employees and					
	e	hem to apply for jobs in the Organ				
	a)Apollo)Demello		
	c)Athello	1)Flippo		
4)	When an employee resigns as a result of the employer creating a hostile work environment it is called as dismissal					
			1.)	-1-1-		
	a)Constructi	ve	b)predicta			
5)	c)surprising d)destructive allows employees to act out issues that could occur in the workplace.					
5)				*		
	a)Travelling c)Tour		b)Role Pl d)Voyage			
6)	represents hourly rates of pay and salary refer to the monthly rate of pay irrespective					
	of the number of hours put in by the employee.					
	a)Wage	er er nours put in by the employee.	b)package	e		
	c)commissio		d)Incentiv			

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7)	Human resource planning and Manpower planning are					
	a)different	b)dissimilar				
	c)identical	d)unlike				
8)	Job description and Job specification are					
	a)Identical	b)One and the same				
	c) equal	d)Different				
9)	are paid in addition to salaries and wages and are also called payment by results.					
<i>,</i>	a)Penalty	b)Taxes				
	c)Fines	d)Incentives				
10)	·	is an act of increasing knowledge and skill of personnel for the purpose of improving				
,	individual and organizational performance.					
	a)Selection	b)Training				
	c)Counseling	d)Analysis				
11)	Voluntary retirement is also known as					
,	a)Vertical development	b)Horizontal development				
	c) Golden hand shake	d) Freelancing				
12)	is a technical term used when employees working elsewhere are attracted to join th					
,	organization	2 3				
	a)Stealing	b)Raiding				
	c) thieving	d) Robbery				
13)						
,	not available.					
	a) Cash	b)Monetary				
	c) Fiscal	d)Non- monitory				
14)						
	three years.					
	a)Dissertation	b) Deputation				
	c)Dismissal	d)Disagreement				
15)	is considered as a strategic activity.					
	a)Recruitment	b) Productivity				
	c) Yield	d) succumb				
16)	is the kind of punishment after which the worker is not taken back in the organization					
	a)Discharge	b)Demotion				
	c)Relegation	d)Detraction				
17)	Job specifications translate the job into terms of human qualifications which a					
	required for a successful performance of a job.					
	a)Rotation	b)enrichment				
	c)Job description	d)enlargement				
18)	Manpower planning is compiled by					
	a)Line Managers	b)HR Managers				
	c)Senior Managers	d)Top Management				
19)	is taxable part of CTC, usually the employee gets it as lump sum amount once a y					
	based on individual and organizational performance					
	a) Bonus	b)Deficit				
	c)Installments	d)Arrears				
20)	Competitive edge come from the of people	e edge come from the of people				
	a) Competency	b) Efforts				
	c) Quality	d) Hard work				
	-,	-,				

Q.4 Case Study

Flex Industries is a successful manufacturer of automobile components. In a span of ten years, the company progressed from a small scale unit to a medium scale industry supplying to many prestigious auto units in its area. All its buyers started depending on Flex for its quality & prompt delivery. However, lately there were some major problems faced by the company. There was a high manpower turnover, with many middle level & senior people leaving the company. The manpower turnover started after the production manager Mr Raju left the company one year ago. It was observed by the M.D. of Flex that after Raju left the company at regular intervals. Flex advertised in newspapers, went online seeking experienced middle level people. But the response & quality was not satisfactory. Due to regular turnover of people, the remaining employees were confused & not happy. One day, Mr. Satish, the HR manager was called by the M.D. to review the HR situation in the company. The M.D asked him the following questions:

Questions

- 1. What is the reason for high manpower turnover in Flex?
- 2. What actions are you taking to control the situation?
- 3. What, according to you should be done now, so that we don't face such a situation again?
- 4. What answers, according to you, should Mr. Satish give to his MD