

00253

**EXECUTIVE MBA
(EXMBA)**

**Term-End Examination
June, 2012**

MCT-058 : HUMAN RESOURCE MANAGEMENT

Time : 3 hours

Maximum Marks : 100

Note : Answer any five questions.

All questions carry equal marks.

1. "Management of men is a challenging job"- Justify. 20
Explain the importance of Human Resource Management in an organisation.
2. Explain the various functions of Human Resource Management. 20
3. What do you understand by Job analysis ? 20
Describe the process involved in conducting Job analysis.
4. What is Job Description ? Explain its contents and usefulness for an organisation. 20

5. Why Human Resource planning is necessary for an organisation ? Discuss the various steps involved in Human Resource Planning. 20
6. What do you mean by recruitment ? Explain the process of recruitment in an organisation. 20
7. Write notes on : 20
- (a) Selection Policy
 - (b) Employment Interview.
8. What is the significance of training of employees in an organisation ? Explain various methods of training. 20
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