DOON UNIVERSITY, DEHRADUN
Mid Term Examination, Second Semester, 2013
School of Management

MBA
Course: MMS -516: Human Resource Management

Time Allowed: 2Hours   *Maximum Marks: 30*

SECTION: A. Attempt all questions in brief.   *(Marks: 5x2=10)*
   1. Distinguish between Human Resource Management & Personnel Management.
   2. Distinguish between Recruitment & Selection.
   3. What is job analysis?
   4. What are the different sources of recruitment?
   5. What is the benefit of HR audit?

SECTION B. Case Study: *(Marks: 2x5= 10)*

   1. Mrs. Jones worked for 20 years in the Horlicks Biscuits Ltd, she joined very recently the Nutrine Biscuits Ltd, as the production manager, she was supposed to attend a routine departmental heads meeting last Friday at 4.30 p.m., which was presided over by the managing director of the company. She did not attend the meeting as there was no formal or informal communication to her, the managing director didn't like her absence as there were many important items to be discussed regarding production department, Mrs. Jones was called by the managing director on the next day and asked explanation for not attending the meeting Mrs. Jones replies that there was no information. The secretary said that it was a routine meeting and as such information was not sent to any departmental head. But all other heads, except Mrs. Jones, attended the meeting.

   (a) Who is responsible for the occurrence of such a mistake?
   (b) Find out the reason for the incident. How do you propose to solve such problems?

SECTION C. Attempt any two questions: *(Marks: 2x5=10)*
   1. What are the different steps in selection process? What is Application Blank? Explain.
   2. Explain in detail the process of Human Resource Planning? Write its importance in organizations.
   3. "There has been a knowledge explosion in the field of Human Resource Management in the recent past and the trend is likely to continue in future." Elaborate the statement and enumerate the recent development in the field of human resource management.