

JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE & TECHNOLOGY
SCHOOL OF BUSINESS AND ECONOMICS
UNIVERSITY EXAMINATION FOR THE DEGREE OF MASTER IN BUSINESS ADMINISTRATION
YEAR 1ST SEMESTER 2014/2015 ACADEMIC YEAR
MAIN CAMPUS

COURSE CODE: MBA 837

COURSE TITLE: EMPLOYEE PROCUREMENT AND DEVELOPMENT

VENUE: MAIN CAMPUS

STREAM:

DATE:

EXAM SESSION: MAY – AUGUST 2014

TIME:

INSTRUCTIONS:

1. The paper contains FIVE questions
2. Answer question one (compulsory) and any TWO questions
3. Do not write on the question paper
4. You must hand in your answer booklet(s) to the invigilator while in the examination room

QUESTION ONE:

- a) The Human Resources Manager of a newly established firm has invited Maua Consultants to undertake a human resource planning exercise, to determine the company's future staff requirements. Explain the process of human resource planning that Maua consultants should adopt so as to accomplish their mandate. (10marks)
- b) A job specification is one of the important documents prepared after undertaking a job analysis exercise. Explain the contents of this document. (8marks)
- c) Efficiency of labour is the ability to achieve a greater output in a shorter time without compromising quality of work. How can an organization increase labour productivity efficiently? (12marks)

TOTAL 30 MARKS

QUESTION TWO:

- a) Outline and briefly explain the employee procurement process (8marks)
- b) "Local labour market can have an important bearing on the supply of manpower". Examine. (12marks)

TOTAL 20 MARKS

QUESTION THREE

- a) Tindotindo, a manufacturing company, is experiencing difficulty in recruiting desired staff. As a human resource specialist, develop a comprehensive guideline to improve the firm's recruitment process. (12marks)

- b) Explain the different areas in which information obtained from the job analyzed can be of use to the organization. (8marks)

TOTAL 20 MARKS

QUESTION FOUR:

- a) Kali moto company has been operating for the last ten years. During the entire period it has been in existence, it has mainly been sourcing its staff externally, As a human resource specialist, you have strongly objected to this idea by the management has been adamant. Prepare your argument to be presented in the board's meeting with a view of convincing the management (10marks)
- b) " Interview is the least valid and reliable method of selection, yet it is most widely used. Discuss. (10marks)

TOTAL 20 MARKS

QUESTION FIVE:

- a) Differentiate between training and development. (4marks)
- b) Define performance management and provide a clear comparison between appraisal and performance management. (16marks)

TOTAL 20 MARKS