



JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY
SCHOOL OF BUSINESS & ECONOMICS
UNIVERSITY EXAMINATION FOR THE BACHELOR OF BUSINESS
ADMINISTRATION WITH IT.
2nd YEAR 1st SEMESTER 2023/2024 ACADEMIC YEAR
MAIN CAMPUS

COURSE CODE: BAB 1207

COURSE TITLE: FUNDAMENTALS OF HUMAN RESOURCE MANAGEMENT

EXAM VENUE:

DATE:

DURATION: 2 HOURS.

INSTRUCTIONS

- 1. Answer QUESTION ONE and any other TWO questions**
- 2. Candidates are advised not to write on the question paper**
- 3. Marks allocated to each question are shown at the end of the question.**

Question One

- (a) State and explain the purpose of Manpower planning (10 marks)
- b) Individuals within an organization have different levels of needs which exist in a hierarchy. As the Human Resource Manager of your organization explain measures which you can take to ensure that employees' needs are fulfilled at each level in the hierarchy. (10 marks)
- c) Discuss the purposes and importance of effective recruitment (10 marks)

Question Two

- a) State and explain the Principles of Personnel Management (10 marks)
- b) Explain the FIVE core steps used in Collective bargaining (10 marks)

Question Three

- a) The lifeblood of trade unionism is representation of its members in negotiations with employers. Sometimes the negotiations end in stalemates and the two parties having failed to agree resort to alternative tactics.
Describe five tactics that a union can use to compel an employer into negotiations (10 marks)
- b) Identify and briefly describe five major sources of Human Resource for organizations in Kenya (10 marks)

Question Four

- a) Which are the factors that should be considered when designing a reward policy for a company (10 marks)
- b) State and explain the various training methods in organizations (10 marks)

Question Five

Discuss five major non-statutory welfare schemes that an organization should put in place to ensure health, safety and security of its employees. (20 marks)