



**JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND
TECHNOLOGY**

**UNIVERSITY EXAMINATIONS FOR DIPLOMA COURSE IN BUSINESS
ADMINISTRATION**

END OF SEMESTER EXAMINATION FOR 2016 ACADEMIC YEAR

KENDU BAY LEARNING CENTRE

COURSE CODE: BBM 2127

COURSE TITLE: HUMAN RESOURCE MANAGEMENT

INSTRUCTIONS:

- 1. Answer question ONE and any other two**
- 2. Candidate are advised not to write on the question paper.**
- 3. Candidates must hand in their answer booklet to the invigilator before leaving the exam room**

QUESTION ONE

- a) Define the term '*Human Resource Management*' (3 marks)
- b) State at least *Five* (5) objectives of Human Resource Management (5 marks)
- c) Discuss the managerial functions of Human Resource Management (8 marks)
- d) Discuss the **Main** functions of a Human Resource Manager (14 marks)

QUESTION TWO

- a) Critically evaluate the **four** categories of self concept and explain their relevance to employees' behaviour (8 marks)
- b) Discuss the significance of motivation in achieving the organizational objectives (12 marks)

QUESTION THREE

- a) Human resource planning seeks to ensure that an organization has adequate and qualified individuals at the proper time performing jobs which meets the goals of the organisation. Based on this statement, discuss the features that defines Human resource planning (12 marks)
- b). Explain the steps involved in human resource planning process (8 marks)

QUESTIONFOUR

- a) What is Performance Appraisal? What are its Objectives? Explain (10 marks)
- b) "Performance Appraisal is not merely for appraisal but is for accomplishment and improvement of performance" Discuss. (10 marks)

QUESTION FIVE

- .a) Discuss at least *Four* (4) off the job training techniques (8 marks)
- b) Carefully describe the selection procedure in a big industrial concern (12 marks)