



JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY
SCHOOL OF BUSINESS AND ECONOMICS
UNIVERSITY EXAMINATION FOR DEGREE IN BUSINESS ADMINISTRATION
2ND YEAR 1ST SEMESTER 2018/2019 ACADEMIC YEAR (PART-TIME)

COURSE CODE: ABA 204

COURSE TITLE: HUMAN RESOURCE MANAGEMENT

EXAM VENUE: LR

STREAM: BBA

DATE: -----

EXAM SESSION: ---

TIME: 1½ HOURS

Instructions:

1. Answer **Question ONE (COMPULSORY)** and **ANY other 2** questions.
2. Candidates are advised not to write on the question paper.
3. Candidates must hand in their answer booklets to the invigilator while in the examination room.

Question One

- (a) Explain the concept of Human Resource and give reasons for attaching importance to manpower planning and forecasting exercise. **(10mks)**
- (b) The manpower plan influences the corporate strategies and is in turn influenced by it. Explain the process of manpower planning. **(10mks)**
- (c) Manpower flows in and out of an organization may due to a variety of reasons. Explain the forces of manpower flow in an organization **(10mks)**

Question Two

- (a) Highlight the contents of physical examination of prospective employee in the selection process. **(10mks)**
- (b) One of the most demanding areas of human resource management in organization is handling arrangements for releasing people through redundancy. How should planning a head for redundancy take place? **(10mks)**

Question Three

- (a) Highlight the factors giving rise to the need for training in an organization. **(10mks)**
- (b) Management Development is not possible unless a favourable climate for it is created in the organization. Briefly describe any five managerial practices available to an organization **(10mks)**

Question Four

- (a) A suitable transfer policy must be evolved by the Human Resource department as part of the overall human resource programme which must be put in writing. What are the requirements for such policy? **(10mks)**
- (b) What are the achievements of effective promotion policy? **(10mks)**

Question Five

- (a) Discuss the challenges facing occupational safety and Health Legislation in Kenya. **(10mks)**
- (b) Highlight any five key principles to occupational Health and Safety. **(10mks)**