

SCHOOL OF MANAGEMENT AND BUSINESS STUDIES
DEPARTMENT OF MANAGEMENT
JAMIA HAMDARD

Examination: -BBA Semester III, Second Year, Dec 2018

Human Resource Management (Paper no. BBA-C-09)

Time: - 3 Hours

Max. marks: - 75

Section A

Attempt any SIX. All questions carry equal marks (6x5)

1. Explain meaning and focus of Human Resource Development.
2. What is HRM? Also explain various objectives of HRM.
3. What is the meaning of policies? Outline specific HR Policies.
4. Explain the concept of Ergonomics.
5. Explain in detail meaning of Job description.
6. Explain the difference between Job evaluation and Performance appraisal.
7. Explain various factors affecting wages.
8. Explain meaning and objectives of Trade Unions.
9. Explain the term tripartite committee.

Section B

Attempt any THREE. All questions carry equal marks (3x15)

1. There are many instruments that can be used to facilitate HRD. These instruments may be called as systems or methods. Explain this statement in detail.
2. "The role of HRM in formulating and implementing strategies is crucial". Elaborate.
3. What is the purpose of Job analysis? Explain the process of Job analysis in detail.
4. Give the meaning of job design. Explain in detail factors affecting job design.
5. What is "Workers compensation act"? Explain in detail.
6. (a) What are the functions of Trade Unions? (7 Marks)
(b) explain in detail different types of Trade unions in India (8 Marks)