

**B.B.A. (Part—II) Examination**  
**PERSONNEL MANAGEMENT**

Time—Three Hours]

[Maximum Marks—80

**Note :—** (1) Attempt all **FIVE** questions.

(2) **All** questions carry equal marks.

1. (a) Discuss various functions of personnel management. Differentiate Managerial Function from Operative Function of Personnel Management. 16

**OR**

- (b) Explain the need of Personnel Manager in the development of an organisation. State the role of personnel manager in the light of development of human relation and retention of human force. 16

2. (a) Explain the objectives of Manpower Planning. 4
- (b) State the steps of Recruitment Process. 4
- (c) Discuss the 'essentials of selection procedure' with appropriate examples. 4
- (d) Explain in brief interviewing procedure of recruitment. 4

**OR**

- (e) Explain the concept 'Typical techniques' of induction programmes. 4
  - (f) Discuss various sources of recruitment. 4
  - (g) Explain the objectives of induction. 4
  - (h) Explain the concept 'Human Resource Auditing' with reference to Manpower Planning. 4
3. (a) Explain the basic purposes of training. Discuss steps involved in training program. 16

**OR**

- (b) Explain the concept and types of Motivation. Discuss various techniques to motivate employees in Indian Public Sector organisation. 16
4. (a) Explain the Wage Determination Process. Discuss need of profit sharing and incentive plans. 16

**OR**

- (b) Explain the concept 'Benefit'. State features and objectives of 'Fringe Benefits'. 16
5. (a) Explain the significance of Industrial Relation in organisation development. 4
- (b) Discuss the causes and effects of Unrest. 4
  - (c) State how to prevent industrial disputes smoothly. 4

- (d) State the role of Trade Union from employees point of view. 4

**OR**

- (e) Discuss various causes of industrial disputes. 4
- (f) Explain the concept 'Collective Bargaining'. State the process of Collective Bargaining. 4
- (g) Discuss the internal factors of Industrial Relation strategy. 4
- (h) Discuss the weaknesses of Union Movement in Indian industrial sector. 4