REV-01
MBA/63/70

2025/12

SET B

MASTER OF BUSINESS ADMINISTRATION
FIRST SEMESTER
HUMAN RESOURCE MANAGEMENT
MBA – 103
[USE OMR SHEET FOR OBJECTIVE PART]

Duration: 3 hrs. **Full Marks: 70**

Objective

Time: 30 mins. **Marks: 20**

Choose the correct answer from the following: ***1×20=20***

1. 'Mid-Career' stage of career planning belongs to which age group?
   a. 25-35 age group
   b. 35-50 age group
   c. 50-65 age group
   d. None of the above

2. Which of the following is a potential benefit of career management for an organization?
   a. Reduced employee turnover
   b. Increased competition among employees
   c. Decreased need for training
   d. Higher salary demands.

3. What is the primary purpose of succession planning?
   a. To dismiss employees to make room for more talented ones.
   b. To identify key positions and ensure a ready talent pool to fill them in the future.
   c. To create a seating arrangement for top management meetings.
   d. To hire external consultants for short-term projects.

4. In which of the following methods of performance appraisal, all levels of employees get involved?
   a. Point rating
   b. Critical incident
   c. MBO
   d. All of the above

5. Which of the following party does not come directly in the picture of industrial relation?
   a. Employee
   b. Employer
   c. Government
   d. None of the above.

6. Which of the following is correct with 'Factor Comparison Method' of Job Evaluation?
   a. Here, job is ranked factor wise.
   b. Here, the entire job is ranked at a time.
   c. Neither a nor b is correct.
   d. Both a and b are correct.

7. Which of the following is the highest level of wage?
   a. Minimum wage
   b. Fair Wage
   c. Living wage
   d. None of the above.

8. In Wage board, which of the following is not to be a representative?
   a. Employee
   b. Employer
   c. Government
   d. World Bank

9. Which of the following is not an influencing factor of wage and salary administration?
   a. Inflation
   b. Cost of living
   c. Geographical location
   d. Cost of land

10. What is the primary function of an HRIS?
   a. To manage marketing campaigns
   b. To conduct market research
   c. To handle accounting and finance functions
   d. To automate and manage core HR processes, such as payroll, benefits, and employee data

11. 'Unity of Command' means.....
   a. Each employee should receive orders from one boss only.
   b. All employees should receive orders from all bosses.
   c. All employees should receive orders from one boss only.
   d. None of the Above

12. Which of the following is correct with 'Recruitment'?
   a. It is a selection process
   b. It is not a part of manpower planning.
   c. It is an encouragement process to potential candidates.
   d. All of the above

13. Which of the following is not an operative function of HRM?
   a. Procurement
   b. Planning
   c. Training and development
   d. Labour welfare

14. Elton Mayo has highlighted which of the following fact through Human Relation Approach of management?
   a. Science should be the basis of all decision.
   b. There should be teamwork.
   c. There should be discipline and order.
   d. There should be scope to build up informal relation for performance enhancement.

15. An organizational chart is a pictorial representation of.....
   a. The physical building of the organization.
   b. The informal structure of the organization.
   c. The flow of responsibility and authority in an organization.
   d. All employees working in an organization.

16. In a matrix organization, an employee typically reports to.....
   a. Only the project manager.
   b. Only the functional manager.
   c. Two or more managers, such as a functional manager and a project manager.
   d. The CEO or a single department head.

17. Which of the following details is not mentioned in a job specification?
    a. Designation
    b. Qualification
    c. Skills
    d. Additional knowledge and skill

18. Which of the following is a by- product of Job Analysis?
    a. Job Evaluation
    b. Job description
    c. Performance appraisal
    d. None of the above

19. The concept which talks about finding out the relative worth of a job is known as.....
    a. Job analysis
    b. Job evaluation
    c. Job description
    d. Job Specification

20. The Process of arranging and rearranging a job to bring interest and simple to the job itself is known as.....
    a. Human resource planning
    b. Job analysis
    c. Job Design
    d. Job evaluation

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Descriptive

Time : 2 Hr. 30 Mins. **Marks : 50**

[Answer question no.1 & any four (4) from the rest]

1. Discuss the various methods of Performance Appraisal in management. 10

2. Briefly discuss the changing roles of HRM. Discuss shortly about Job Analysis. 5+5=10

3. Explain the various techniques of Job design. Explain the various stages of career planning. 6+4=10

4. Briefly discuss the various influencing factors of wage and salary administration. Explain any two on-the-job training methods. 6+4=10

5. What do mean by Fringe benefit? Discuss any four theories of Wage. 2+8=10

6. What do you mean by Industrial Relations? Briefly explain any four methods of Job evaluation. 2+8=10

7. Highlight the importance of Succession planning. Discuss the various types of Organisational Design. 3+7=10

8. Write short notes on: ***(any two)*** 5×2=10
   a) Green HRM
   b) Employee engagement.
   c) Workforce diversity
   d) HRIS

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