

**MASTER OF SOCIAL WORK
THIRD SEMESTER
INTRODUCTION TO HUMAN RESOURCE MANAGEMENT
MSW - 303B
(I SEMESTER FOR OBJECTIVE PART)**

**SET
A**

Duration: 1:30 hrs.

Full Marks: 35

Time: 15 min.

(Objective)

Marks: 10

Choose the correct answer from the following:

1X10=10

1. Human factor can be defined as
 - a. The entire concept of human behavior
 - b. Interrelated, Physiological, Psychological and Socio-ethical aspects of a human being.
 - c. Micro and macro issues of socioeconomic factor
 - d. None of the above
2. Human resource management is primarily concerned with
 - a. Sales
 - b. Dimensions of people
 - c. External environment
 - d. None of these
3. HRM aims to maximize employees as well as organizational
 - a. Effectiveness
 - b. Economy
 - c. Efficiency
 - d. None of these
4. Human resource management function does not involve
 - a. Recruitment
 - b. Selection
 - c. Cost control
 - d. Training
5. Which one is not the specific goal of Human resource management
 - a. Attracting applicants
 - b. Separating employees
 - c. Retaining employees
 - d. None of these
6. Human resource management helps to improve
 - a. Production
 - b. Productivity
 - c. Profit
 - d. Power
7. Personnel management is
 - a. Pro-active
 - b. On-going
 - c. Routine
 - d. None of these
8. An employee is separated from the organization by way of lay off when
 - a. When he lacks skill
 - b. Employer could not employ the employee
 - c. When he commit a mistake
 - d. None of the above

9. Employee violates rules of organization as mentioned in the standing orders. Because of which he has to leave the job is an example of
- a. Forced retirement
 - b. Premature retirement
 - c. Compulsory retirement
 - d. Voluntary retirement
10. Employee become disable due to disease, illness, accident in such case management may give him the option of retirement. this is an example
- a. Forced retirement
 - b. Premature retirement
 - c. Compulsory retirement
 - d. Voluntary retirement

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(Descriptive)

Time: 1 hr. 15 min.

Marks: 25

[Answer question no.1 & any two (2) from the rest]

1. What do you mean by Human Resource Management? Discuss its objectives. 5

2. Write short notes on the following; 5+5=10
 - a. Job specification
 - b. Job Description

3. a. Principles of Henry Fayol for HRM Practice are essential. Justify. 5+5=10
b. Comment on "Diversity at work place".

4. What is manpower planning? Discuss the manpower planning process in brief. 10

5. a. Strategic Human Resource Management is cost and time effective. Comment with relevant example. 5+5=10
b. Briefly explain HRD.

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