



TECHNICAL UNIVERSITY OF MOMBASA

SCHOOL OF BUSINESS

DEPARTMENT OF BUSINESS ADMINISTRATION

UNIVERSITY EXAMINATION FOR:

CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

BHR 1101: HUMAN RESOURCE MANAGEMENT

END OF SEMESTER EXAMINATION

SERIES: DECEMBER 2016

TIME: 2 HOURS

DATE: Pick Date Dec 2016

Instructions to Candidates

You should have the following for this examination

-Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions. Attempt question ONE (Compulsory) and any other TWO questions.

Do not write on the question paper.

Question ONE

- a) Describe FIVE functions of human resource management (10 mks)
- b) State and briefly explain FIVE features of a good human resource manager (10 mks)
- c) Explain FIVE human resource management policies (10 mks)

Question TWO

- a) Identify and explain FIVE reasons for conducting manpower planning (10 mks)
- b) Describe the recruitment and selection process (10 mks)

Question THREE

- a) State and briefly explain FIVE benefits of Occupational Health and Safety (10 mks)
- b) Explain FIVE factors that affect wage and salary administration (10 mks)

Question FOUR

- a) State and briefly explain FIVE objectives of training and development (10 mks)
- b) Describe FIVE uses of job analysis information (10 mks)

Question FIVE

- a) Describe FIVE emerging issues in human resource management (10 mks)
- b) Identify and explain FIVE objectives of motivating employees (10 mks)