



TECHNICAL UNIVERSITY OF MOMBASA

SCHOOL OF BUSINESS

DEPARTMENT OF BUSINESS ADMINISTRATION

UNIVERSITY EXAMINATION FOR:

DIPLOMA IN BUSINESS ADMINISTRATION

DIPLOMA IN ACCOUNTANCY

DIPLOMA IN HUMAN RESOURCE MANAGEMENT

DIPLOMA IN BUSINESS MANAGEMENT

BHR 2101: HUMAN RESOURCE MANAGEMENT I

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) Highlight the techniques used to obtain data about a job during job analysis. (10 marks)
- b) Explain the limitations of internal recruitment. (10 marks)
- c) Explain the process of human resource planning. (10 marks)

Question TWO

- a) Highlight the principal areas covered by human resource policies of an organisation. (10 marks)
- b) Explain the role of the human resource manager during training and development of workers. (10 marks)

Question THREE

- a) Highlight the causes of work-related accidents. (10 marks)
- b) Explain the features of a sound pay system. (10 marks)

Question FOUR

- a) Explain the importance of promotion of workers. (10 marks)
- b) Highlight the limitations of job rotation (10 marks)

Question FIVE

- a) Explain the advantages of computerized human resource records. (10 marks)
- b) Explain the principles considered during establishment of training programs. (10 marks)