



TECHNICAL UNIVERSITY OF MOMBASA

SCHOOL OF BUSINESS

DEPARTMENT OF BUSINESS ADMINISTRATION

UNIVERSITY EXAMINATION FOR:

DIPLOMA IN HUMAN RESOURCE MANAGEMENT

DIPLOMA IN BUSINESS ADMINISTRATION

DIPLOMA IN BUSINESS MANAGEMENT

DIPLOMA IN ACCOUNTANCY

BHR 2101: HUMAN RESOURCE MANAGEMENT

END OF SEMESTER EXAMINATION

SERIES: DECEMBER 2022

TIME: 2 HOURS

DATE: Pick Date Dec 2022

Instructions to Candidates

You should have the following for this examination

Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions.

Answer question **ONE** (Compulsory) and any other **TWO** questions.

Do not write on the question paper.

Question ONE

- a) Explain the strengths of placing a job advertisement in a local daily newspaper during recruitment of job candidates. (10 marks)
- b) Highlight the ways in which the appraiser could obtain information during the employee performance appraisal exercise. (10 marks)
- c) Explain the merits of conducting training for workers away from the actual place of work. (10 marks)

Question TWO

- a) Highlight the benefits that would be enjoyed by an organization that sets up a human resource department. (10 marks)
- b) Define staff selection and explain the major steps that should be followed during selection of job candidates. (10 marks)

Question THREE

- a) Describe the strengths that an organization would enjoy by using external recruitment. (10 marks)
- b) Highlight features of a sound human resource policy. (10 marks)

Question FOUR

- a) Describe the benefits of positive discipline for employees of a dynamic organization. (10 marks)
- b) Highlight the merits of wage and salary administration. (10 marks)

Question FIVE

- a) Explain the attributes considered by different organizations when considering promotion of its employees. (10 marks)
- b) Highlight the weaknesses of a job rotation programme of an organization. (10 marks)