



TECHNICAL UNIVERSITY OF MOMBASA

School of Business

Department of Business Administration

UNIVERSITY EXAMINATION FOR:

DIPLOMA IN BUSINESS MANAGEMENT/DIPLOMA IN HUMAN
RESOURCE MANAGEMENT

BHR 2205: HUMAN RESOURCE PLANNING

END OF SEMESTER EXAMINATION

SERIES: JULY 2025

TIME: 2 HOURS

DATE: Pick Date Jul 2025

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) Explain **FIVE** objectives of human resource planning to an organization (10 marks)
- b) Discuss **FIVE** differences between job description and job specification. (10 marks)
- c) State and Explain **FIVE** advantages of external sources of recruitment to an organization (10 marks)

QUESTION TWO

- 2a) Explain any **FIVE** characteristics of human resource plans (10 marks)
- 2b) Discuss **FIVE** steps involved in employee selection process (10 marks)

QUESTION THREE

3a) Describe **FIVE** steps involved in human resource planning process (10 marks)

3b) Highlight **FIVE** skills a human resource manager requires to work in an organization (10 Marks)

QUESTION FOUR

4a) Elaborate any **FIVE** areas where HR managers can access information while conducting job analysis process (10 marks)

4b) Discuss **FIVE** disadvantages of internal sources of recruitment (10 marks)

QUESTION FIVE

5a) Discuss **FIVE** benefits of succession planning to an organization (10 marks)

5b) Highlight **FIVE** challenges HR managers face in today's organizations (10 marks)