BACHELOR OF HOTEL MANAGEMENT & CATERING TECHNOLOGY (CBCS-2018 COURSE)
B.H.M.C.T. Sem-VII :SUMMER- 2022
SUBJECT : HUMAN RESOURCE MANAGEMENT (THEORY)

Day : Monday

Date : 11/7/2022

S-19996-2022

Time : 02:00 PM-04:30 PM

Max. Marks : 60

N.B.:
1) All questions are **COMPULSORY**.
2) Answer to both the sections to be written in the **SAME** answer book.

SECTION – I

Q.1) Explain the following: (**Any 6**)   (1 Marks X 6 = 06)

a)	Selection	e)	Recruitment
b)	Training	f)	Assessment
c)	Cost to Company	g)	Trade Unions
d)	Job Description	h)	Transfers

Q.2) Attempt **ANY THREE** of the following: (4 Marks X 3 = 12)

a) What are the various sources of recruiting employees?
b) State the policy and procedure for transfers in an organization.
c) What is the importance of training? Discuss any two methods of training.
d) What are the objectives of Job Evaluation?

Q.3) Attempt **ANY THREE** of the following: (4 Marks X 3 = 12)

a) State the aim and objectives of discipline.
b) What are the functional requirements of successful industry relations?
c) Explain Trade unions and give the objectives.
d) Elaborate on the Need for HR Planning.

SECTION – II

Q.4) Explain the following: (**Any 6**)   (1 Marks X 6 = 06)

a)	Induction	e)	Discipline
b)	Merit Rating	f)	Orientation
c)	Human Resource Management	g)	Personnel Management
d)	Grievance	h)	Career Planning

Q.5) Attempt **ANY THREE** of the following: (4 Marks X 3 = 12)

a) Define Human Resource Management. What are the objectives of HRM?
b) Define Career Planning. What are its benefits?
c) What is the purpose of promotion? Draft a policy for promotion.
d) List down various methods of Job Evaluation.

Q.6) Attempt **ANY THREE** of the following: (4 Marks X 3 = 12)

a) Why is staffing considered to be an important function of management? State its objectives.
b) State the benefits of career development to employees, management and organization.
c) Describe the steps in recruitment and selection process.
d) Write short note on
  i. Employee orientation
  ii. Job description

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