

GUJARAT TECHNOLOGICAL UNIVERSITY**BHMCT - SEMESTER-V EXAMINATION – WINTER 2021****Subject Code:153304****Date:27/12/2021****Subject Name:Human Resource Management****Time:10:30 AM TO 01:00 PM****Total Marks: 70****Instructions:**

1. Attempt all questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.
4. Simple and non-programmable scientific calculators are allowed.

- Q.1** (a) Explain Human Resource Management and its objectives. **03**
 (b) List down the principles of Wage & Salary Administration. **04**
 (c) What guidelines are to be followed in Employee Health and Safety policy? **07**
- Q.2** (a) Explain the difference between Direct and Indirect Labour cost. **03**
 (b) List down Operative Functions of Human Resource Management. **04**
 (c) What are the functions of Trade Union? Explain. **07**
- OR**
- (c) Explain different types of Internal Sources of Recruitment. **07**
- Q.3** (a) What are Fringe Benefits? Explain. **03**
 (b) What Role Human Resource department plays in an organization? **04**
 (c) Explain how Employee Grievance can be handled. **07**
- OR**
- Q.3** (a) Define the term “Leave Encashment”. **03**
 (b) Describe the contents of an Induction Program. **04**
 (c) Describe different types of policies used in Human Resource department? **07**
- Q.4** (a) Briefly describe Gratuity, Employee Provident Fund & Pension. **03**
 (b) Explain How Job Specification is different from Job Description. **04**
 (c) Explain the steps in managing Employee Conflicts. **07**
- OR**
- Q.4** (a) Explain Industrial Relations & Its Scope. **03**
 (b) What different types of Incentive Plans are offered to employees? **04**
 (c) Describe progressive steps HR Manager uses to discipline employees? **07**
- Q.5** (a) Worker Participation is the key to organizational success. Explain. **03**
 (b) What factors affect Employee Satisfaction & Morale? Explain. **04**
 (c) What different methods are used in evaluating jobs? Explain. **07**
- OR**
- Q.5** (a) Write a brief note on Compensation Structure. **03**
 (b) Explain the advantages of Performance Appraisal. **04**
 (c) Pre Employment testing helps in identifying the right candidate for the right job. Explain. **07**