

Seat No. _____

University of Pune
Department of Management Sciences (PUMBA)
Executive MBA
1st Year (Semester – II) Backlog External Exam Nov. 2013

203- Human Resource Management

Time: 2hrs.

Marks: 50

All questions carry equal marks

1. Using a Delphi Technique, design a Surplus Manpower Budget assuming the Headcount.
2. There are 350 workers in a Manufacturing Firm. 250 are permanent Employees. The absenteeism is 20% per month. Calculate the loss of Production. Give the HR strategies to manage the workers deficit and reduce the Production loss.
3. Write a Job Analysis (Job Description and Job Specification) of a Security Chief in a MNC who is responsible for 5 watchmen and 10 guards.
4. Design a CTC breakup of annual package of 5 lakhs, for a Campus Management Trainee.

5. Write short notes on; 2/3

1. Types of Performance Appraisal
2. Differentiate between Workers and Staff.
3. Human Resource Administration-an important HR system.