

UNIVERSITY OF PUNE
DEPARTMENT OF MANAGEMENT SCIENCES
DIPLOMA IN INDUSTRIAL ADMINISTRATION AND SERVICES MANAGEMENT
Module II External Examination 2012
(107) Human Resource Management

70 marks

Time: 3Hrs

Instructions:

- 1) Q. 1 and Q.6 are compulsory.***
- 2) Solve any 2 questions from Q.2, 3, 4 and 5 .***
- 3) Figure on the right side of the question indicates the maximum marks for that question.***

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- Q. 1. Briefly explain the Strategic, Relational & Operational functions of HRM. Enumerate the various activities carried out under each function. (15)
- Q. 2. Define Recruitment & Selection. Briefly discuss different sources of recruitment. (15)
- Q. 3. What is the difference between training & development? What are the different aspects you will consider while devising a training program? (15)
- Q. 4. What is Performance Appraisal System (PAS)? Briefly explain various methods of PAS used in the modern organisation. (15)
- Q. 5. Define Industrial Relations. Briefly explain the Collective Bargaining Process. (15)
- Q. 6. Write a short note on any Five. (25)
- i. Structure of HR Department
 - ii. Job Enlargement
 - iii. Job Rotation
 - iv. Promotion & Transfer
 - v. Off the job training
 - vi. Quality Circles
