

## Faculty of Management, University of Peradeniya, Sri Lanka

## End of Second Semester Examination - 2015/2016

## ML 4207 - Human Resource Management

#### One Hour

# - A is compulsory and answer One (01) question from part - B

| December 20, 2016  |         | Time: 1.00 p.m 2.00 p.m |
|--|---------|-------------------------|
| Part - A   |         |                         |
| Define the concept 'human resource management' in your own words.                | 21      | (05 Marks)              |
| List the responsibilities of human resource professionals.                       | 555     | (05 Marks)              |
| Why is knowledge on HRM important for any manager?                               | 4.8     | (05 Marks)              |
| What is meant by the term 'job analysis'? Describe its components.               |         | (05 Marks)              |
| Differentiate 'recruitment' and 'selection'.                                     |         | (05 Marks)              |
| List out the advantages of internal recruitment.                                 |         | (05 Marks)              |
| List three external recruitment methods and describe one of them.                |         | (05 Marks)              |
| Briefly explain the usefulness of selection interviews.                          |         | (05 Marks)              |
| List two competencies required from human resource professionals.                |         | · (05 Marks)            |
| Discuss the usefulness of 'assessment center' in identifying the best candidate. |         | (05 Marks)              |
|  |         | (Total Marks 50)        |
| Part - B   |         |                         |
| Differentiate 'training' and 'development'.                                      |         | (08 Marks)              |
| What are the advantages of 'on-the-job' training?                                |         | (07 Marks)              |
| List the components of training evaluation and describe one of them.             |         | (06 Marks)              |
| What is meant by 'learning outcomes or learning objectives' in training design?  |         | (04 Marks)              |
|  |         | (Total Marks 25)        |
| escribe the concepts of 'performance management' and 'performance r              | ppraisa | l*. (06 Marks)          |
| What is the role of performance feedback?  |         | (07 Marks)              |
| Discuss the advantages of self-review in performance appraisal.                  |         | (05 Marks)              |
|  |         | (07 Marks)              |
| riefly explain the employee selection process.                                   |         |                         |

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**DJ Losen** 

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