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**BM 404**



**IV Semester B.B.M. Degree Examination, September 2022  
(1995 Scheme)  
PERSONNEL MANAGEMENT**

Time : 3 Hours

Max. Marks : 80

**SECTION – A  
(15 Marks each)**

**(15×3=45)**

1. Define employer selection. Briefly explain the steps involved in selection process.

OR

Discuss various methods of job evaluation.

2. Define personnel management. Explain the main functions of personnel management.

OR

State the objectives of manpower planning. Explain the steps in manpower planning.

3. Explain different techniques of job evaluation in an organisation.

OR

What are the internal and external sources of recruitment ?

**SECTION – B  
(5 Marks each)**

Answer **any five** questions :

**(5×5=25)**

4. Write a short note on employee transfer.  
5. Explain the consequences of high labour turnover.  
6. Suggest remedies to minimise labour absenteeism.  
7. Discuss the seniority V/s merit method of employee promotion.  
8. What are the advantages of 'job evaluation' ?  
9. What are the advantages of 'interviews' ?

P.T.O.



**SECTION – C**  
**(1 Mark each)**

10. a) What do you mean by “Lay off” ? **(1×10=10)**
- b) What is ‘Campus recruitment’ ?
  - c) What is ‘Sons of the soil’ recruitment ?
  - d) What do you mean by “Reference check” ?
  - e) What does ‘punishment transfer’ mean ?
  - f) Write the meaning of ‘exit interview’.
  - g) What do you mean by ‘Induction’ ?
  - h) What do you mean by ‘employee separation’ ?
  - i) What is ‘placement’ ?
  - j) What is ‘job evaluation’ ?
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