



College of Human Resource Management
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SUBJECT: PRACTICE OF HRM
CODE: 1908/201
DATE: 21st MAY 2015
CLASS: CHRM 2014H - EVENING
LECTURER: MONICA MBUGUA
TIME: 2 ½ HRS

INSTRUCTIONS: *This paper consists of Seven (7) questions. Answer Any Five questions.*

1. (a) One of your roles as a Human Resource Manager is to enhance employee training and development.
Explain the need for training in the modern organizations. **(10marks)**
(b) Define Human Resource Planning and explain its importance in an organization. **(10marks)**
2. (a) Explain the benefits of carrying out a succession program in an organization. **(10marks)**
(b) Changes is inevitable in the current market, discuss at least five emerging issues in human resource management. **(10marks)**
3. (a) Outline the purposes of recruitment in an organization? **(10marks)**
(b) Explain FIVE advantages that an organization may realize from adopting on- the- job training technique. **(10marks)**
4. (a) Highlight the importance of job description and job specification in the job analysis exercise.
(b) Explain why internal recruitments should be encouraged by organizations. **(10 Marks)**

5. (a) Selection is key in Human Resource Management. What are the main steps involved in the selection Procedure? (10marks)
- (b)) Highlight to the management some of the factors that may be causing employee to Resignation . (10marks)
6. (a) Explain five limitations of human resource planning. (10marks)
- (b) Company A has recruited new employees and you have been requested to carry out an induction. What is the importance of induction process in an organization? (10 Marks)
7. (a) Outline the major duties of a human resource manager (10marks)
- (b) Explain the effect of HIV/AIDS to the employees as well as the organization in terms of Productivity. (10marks)