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Roll No.

MBA-404(H3)

M. B. A. (FOURTH SEMESTER)

MID SEMESTER

EXAMINATION, May, 2023

**MANPOWER PLANNING, RECRUITMENT
AND SELECTION**

Time : 1½ Hours

Maximum Marks : 50

- Note :** (i) This question paper contains two Sections—Section A and Section B.
- (ii) Both Sections are compulsory.
- (iii) Answer any *two* sub-questions among (a), (b) & (c) in each main question of Section A. Each sub-question carries 10 marks.
- (iv) Section B consisting of Case Study is compulsory. Section B is of 20 marks.

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Section—A

1. (a) Define the concept of Human Resource Planning. Also explain the objectives and importance of HRP in the organization.
(CO1)
- (b) Differentiate between Micro and Macro HRP.
(CO1)
- (c) Explain the concept of Succession planning. Also elaborate the objectives and its importance.
2. (a) Apply the role and responsibilities of HR department keeping in mind the present scenario.
(CO2)
- (b) Interpret the steps of human resource planning.
(CO2)
- (c) Interpret the factors affecting HR forecasting.
(CO2)
3. (a) Analyze and compare the different HR forecasting techniques.
(CO3)

(3)

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- (b) Categorize the activities required for HRP.
(CO3)

- (c) Explain how Employee Retention act as a important strategy for the organization.
(CO3)

Section—B

4. Mrs. Jancy works with TBL global services, IT project management company, in the HR department. Jancy is known for her involvement not only in her duties but also in other various activities of the department. She was aware of many minute details about the department throughout her tenure. Hence she becomes a point of contact for any such information which often consumes her time. She is loaded with responsibilities very often, sometimes given to her and sometimes taken by her. In the beginning, she was happy with her profile and gave her the best in all the responsibilities with her. When years pass and she gets elevated to higher responsibilities she

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becomes overloaded. Still, she was happy with her job.

One fine day suddenly, she realized that many of her colleagues complete their work on time and also equally take care of their personal life. On the other hand, Jancy, having been loaded with responsibilities completed it partially at work and partially during her personal time. This becomes a reason for her stress. She started questioning her ability to not being able to complete her work at the scheduled time. Later, she understood that apart from given responsibility she was involved in many other crucial activities of the department which becomes her additional responsibility which slowly the people forget that it is not under her job profile.

Jancy Being highly disturbed started feeling her job as a burden. She thought she can't come out of this because the habit which she

developed for herself and her coworkers is irreversible. So she finally decided to take a break from her job. She fixed an appointment with the head HR, Mr. Ratan, for her resignation. He knows the fact that her involvement is irreplaceable and he also knew that she can be his competitor in a very short period, so, he had some other plans for her.

During the conversation, Ratan understood that Jancy is highly stubborn in leaving the job. So he convinced her to do work from home and advised her to limit her responsibilities as she will not come in any direct contact with the employees. Jancy happily accepted the option and she felt relaxed. At the same time, Mr. Ratan was reporting to CEO Mr. Vedant "Sir, I didn't accept the resignation. I have given Jancy the option of work from home and she accepted to continue the job". Mr. Vedant asked "but Ratan how did you made her accept

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this offer. And why you have given this option. As per her colleagues, her nature of doing the job is a key component."

Mr. Ratan with a smile replied. "Sir I advised her to limit her responsibilities to her profile by opting for work from home. She accepted the offer. And I am very sure that her very nature of involvement will not allow her to restrict her responsibility even after opting for work from home." So I am not going to lose the benefit of her involvement.

Mr. Vedant was worried by the last words of Ratan, he thought. "How I am going to execute my plan of replacing Jancy in Ratan's position of Head HR as she opted for work from home and why did Ratan has that option to her. Is this a planned show".

Questions :

CO4

1. Whose assumption is correct Jancy or Ratan ?

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2. According to you what could be the reason for Jancy being overloaded is it the fault of organizational structure or the nature of Jancy ?
3. Also, answer the questions raised by Mr. Vedant in the last para. Was it a planned show ?

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