

UGANDA MARTYRS UNIVERSITY NKOZI
FACULTY OF BUSINESS ADMINISTRATION AND MANAGEMENT
HUMAN RESOURCE MANAGEMENT BAM 111
SEMESTER 1 FINAL EXAM, DECEMBER 2012

December, 2012

TIME: 3 HRS

INSTRUCTIONS:

- (i) Answer only 4 questions, all questions carry equal marks.
 - (ii) Write legibly.
 - (iii) You will earn marks for clarity and relevant examples
 - (iv) **DO NOT WRITE ANYTHING ON THE QUESTION PAPER**
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1a) Highlight the difference between Human Resource and personnel Management. (10 marks)

b) The Human Resource function is a shared responsibility. Comment on who shares this responsibility and how. (15 marks)

2a) Differentiate between job design and job analysis. (5)

b) Assume you have been appointed a Human Resource Director in one of the Universities in Uganda. You establish that the jobs need restructuring. Discuss the methods you would use to carry out job analysis to come up with new job specifications and descriptions. (20 marks)

3a) Why should an organization be involved in the appraisal of its employees? (5 marks)

b) "Employees in organizations have been dissatisfied with the results of appraisal". Discuss the statement in view of the limitations to performance appraisal. (20 marks)

4a) What is recruitment? (5 marks)

b) "If an organization has been effective in recruiting and selecting employees in the past one of the best sources of talent is its own employees." Discuss. (20 marks)

5a) Give and explain the qualities of effective rewards in an organization. (10 marks)

b) Suggest and discuss the possible voluntary rewards that a human Resource Director can suggest to management to improve staff motivation. (15 marks)

6a) Differentiate between training and education. (5 marks)

b) Explain 5 on- job and 5 off-job training methods. Clearly discuss the advantages and disadvantages of each. (20 marks)

END