



**ADITYA DEGREE COLLEGES**  
**\* ANDHRA PRADESH \***

IV SEMESTER - I MID EXAMINATIONS  
II -BBA major -HUMAN RESOURCE MANAGEMENT

Time : 2 Hours  
Max. Marks : 60

Date: 30 -01-2025

**SECTION-A**

**I. Answer any FIVE Questions. 5X4=20 M**

1. What is the Role of the HR manager.
2. How to organize the HR Department.
3. Advisory & Service function to other Department.
4. Write key steps in HRP.
5. What are the importance of Job analysis.
6. What are the advantages of placement
7. What are the objectives of HRD.
8. Explain the Personnel Department duties and responsibilities

**SECTION - B**

**II. Answer ALL Questions. 4X10=40 M**

9. (a) Define HRM? what are the functions of HRM??  
(Or)  
(b) Explain The significance of HRM
10. (a) What is the role of HR Department in the organization?  
(Or)  
(b) What are the advisory & Service function to HRM.
11. (a) Explain the concept of job Description & job Specification.  
(Or)  
(b) Explain the process of Recruitment
12. (a) Explain the stages of the selection process?  
(Or)  
(b) What are The Principles of good placement.