



**KARATINA UNIVERSITY**  
**UNIVERSITY EXAMINATIONS**  
**FIRST YEAR, SECOND SEMESTER EXAMINATION**  
**2024/2025 ACADEMIC YEAR**

**FOR THE DEGREE OF:**  
**BACHELOR OF HUMAN RESOURCE MANAGEMENT**

**COURSE CODE: BHR 122**

**COURSE TITLE: EMPLOYEES RESOURCING**

**DATE: 12<sup>TH</sup> MAY, 2025**

**TIME: 12.00-2.00PM**

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**INSTRUCTION TO CANDIDATES**

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## **Answer Question ONE and any other THREE**

### **QUESTION ONE**

#### **Leo Company**

Leo Company, a fast-growing manufacturing firm, is experiencing increased demand for its products, prompting the need to strengthen its supervisory team. As part of its employee resourcing strategy, the company plans to recruit a production supervisor to oversee its expanding operations and ensure efficient production processes. To guide the recruitment process, the HR team conducted a job analysis, identifying key duties such as coordinating production schedules, monitoring quality control, ensuring compliance with safety standards, and supervising a team of production staff. The ideal candidate should possess a diploma in production management, at least three years of experience in a manufacturing environment, and strong leadership and communication skills.

Leo Company is considering two main recruitment sources: internal sourcing, where an existing team leader is promoted into the role, and external sourcing, where the position is advertised to attract candidates from outside the organization. As Leo Company prepares to make this critical hiring decision, the HR team must weigh the advantages, risks, and long-term implications of both options to ensure the new production supervisor contributes effectively to the company's growth and operational goals.

#### **Required**

- (a) HR conducted a certain activity. Analyze the importance of this activity in the employee resourcing process **(4 Marks)**
- (b) Evaluate the challenges associated with recruiting from internal **(6 Marks)**
- (c) Explain why should Leo Company's HR team consider both short-term and long-term impacts when choosing a recruitment source. **(10 Marks)**
- (d) The ideal candidate was to possess certain characteristics. Discuss the importance of listing such details. **(5 Marks)**

### **QUESTION TWO**

- (a) Evaluate the importance of using a combination of selection methods when hiring employees **(5 marks)**
- (a) Critique three common types of interview bias can distort hiring outcomes and recommend strategies to minimize such bias. **(6 marks)**
- (b) Assess the significance of the probationary period in the selection process. **(4 marks)**

### **QUESTION THREE**

- (a) Explain challenges associated with recruitment through a recruiting agent **(4 Marks)**
- (b) Analysis kinds of financial rewards commonly used in organizations **(6 Marks)**

- (c) Proposed HR strategies that organizations could use for retaining top talents (5 Marks)

#### **QUESTION FOUR**

- (a) Elaborate strategies that organizations could apply to improve staff orientation practices. (4 Marks)
- (b) Discuss the challenges associated with high employees' turnover. (6 Marks)
- (c) Analyze four limitations encountered while recruiting through digital platforms. (5 Marks)

#### **QUESTION FIVE**

- (a) The Government of Kenya employs all Civil Servants through one organ, "Public Service Commission" and all teachers through "teachers Service Commission". Explain advantages of this form of recruitment (6 Marks)
- (b) Discuss challenges faced by organizations in complying with the two-thirds majority rule (6 Marks)
- (c) Elaborate importance of job evaluation in an organization (3 Marks)

#### **QUESTION SIX**

- (a) Discuss three limitations of screening stage of recruitment (3 Marks)
- (b) Analyze the contents commonly expected in a good curriculum vitae (8 Marks)
- (c) Differentiate between a CV and a Resume (4 Marks)