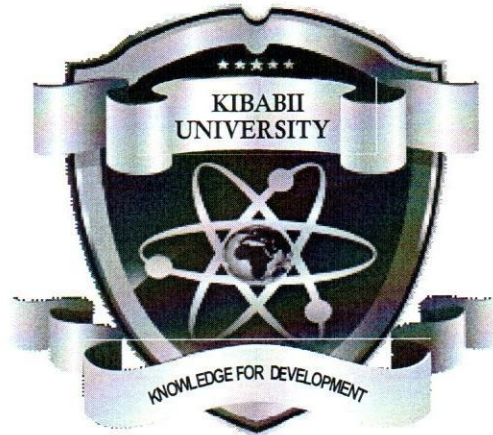


**KIBABII UNIVERSITY**



**UNIVERSITY EXAMINATIONS**

**MAIN EXAMINATION**

**2020/2021 ACADEMIC YEAR**

**SECOND YEAR SECOND SEMESTER**

**FOR THE DEGREE OF BACHELOR OF EDUCATION  
(ARTS)**

**COURSE CODE: BCH 203**

**COURSE TITLE: HUMAN RESOURCE MANAGEMENT**

**DATE: 12/10/2021**

**TIME: 2.00 – 4.00PM**

---

**INSTRUCTIONS TO CANDIDATES**

- 1) Answer Question **ONE**(Compulsory) and **ANY OTHER TWO** Questions
  - 2) Candidates must hand in their answer booklets to the invigilator while in the examination room
  - 3) Credit is given for legibility, clarity and use of relevant examples
  - 4) Question **ONE** is **30 marks** while Questions **2-5** carry **20 marks** each
  - 5) Clearly write your **Registration Number** on each answer sheet used
- 

**TIME: 2 Hours**

**KIBU observes ZERO tolerance to examination cheating**

## QUESTIONS : SECTION A

---

### QUESTION ONE

You have been appointed as the HR advisor in XYZ Company. You find one of the main challenges at the organization is the absence of comprehensive human resource management policies. Advise the organization on:

- a) HR planning process (10mks)
- (b) Scope and importance of labour relations (10mks)
- (c) Process, approaches and problems of performance appraisal (10mks)

## QUESTIONS : SECTION B

---

### QUESTION TWO

The management of Glory Enterprises is yet to appreciate the role of Human Resource management (HRM) in the fulfillment of its objectives. This has made the firm lose its position as a market leader.

- (a) Explain to the management the role played by HRM that Glory Enterprises should consider (10mks)
- (b) One of the responsibilities of human resource department is to prepare a job description and job specification. Define and explain the contents of each of the document (10mks)

### QUESTION THREE

- a) Tuungane Company Ltd has a policy of training and developing its staff. Justify the importance of such exercise (10mks)
- b) Describe the circumstances that may lead to an employee being released by the employer (10mks)

### QUESTION FOUR

- a) Discuss the selection process that can be adopted by the panelists of Nzoia Sugar when looking for a competent Human Resource Manager (10mks)
- b) Examine the challenges that are likely to be faced by the human resource department during the selection process (10mks)

### **QUESTION FIVE**

As a human Resource Expert, you have been assigned to procure staff for a multinational company. Discuss the methods you may employ to conduct the recruitment exercise

**(20mks)**