

M.L.S. Final Year Semester-IV
MLS241 - Paper 4.1 : Personnel Management

P. Pages : 1

Time : Three Hours



GUG/W/24/309

Max. Marks : 80

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- Notes : 1. Attempt **any five** questions.
2. All questions carry equal marks.

1. Define the concept of Personnel Management critically examine personnel management as a dynamic and developing function. **16**
2. Distinguish between formal and informal organization. Explain the status of personnel management. **16**
3. Write an exhaustive note on managerial aspects of personnel function. **16**
4. What is the importance of Job evaluation? Describe the various method of Job evaluation. **16**
5. Write notes on **any two**. **16**
 - a) Decision making
 - b) Types of organization
 - c) Income and social security
 - d) Psychological test for selection
6. Explain the concept of training. Discuss the need of developing suitable programmes from shop floor to level to the board room level. **16**
7. Write exhaustive note on welfare administration. **16**
8. Write an essay on challenges of Personnel Management. **16**
9. “A good Human Resource Development policy is key to productivity and economic growth of Industry” Discuss. **16**
10. Write notes on **any two**. **16**
 - a) Counselling in Industry
 - b) Evaluation Report
 - c) Personnel Audit
 - d) Maintenance of Personnel Record
