

M.L.S. Semester - IV
MLS241 - Paper-IV.1 : Personnel Management

P. Pages : 1

Time : Three Hours



GUG/S/23/309

Max. Marks : 80

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

1. Define 'Personnel Management'. Explain the Role of the personnel department in an organizational flow to make personnel department more effective? **16**
2. Define personnel function of management. How does it help organization in promoting productivity of employees. **16**
3. Write an essay on managerial aspects of personnel functions. **16**
4. Explain Recruitment and selection. State the role of Employment Bureau in procurement of good employees. **16**
5. Write notes on **any two**. **16**
 - a) Decision making
 - b) Types of organisations.
 - c) Personnel policy formulation.
 - d) Psychological tests for selection.
6. What do you understand by the term 'organisational discipline'? In what way industrial indiscipline can be prevented? **16**
7. Explain the concept of training. Discuss the need of developing suitable programmes from shop floor level to the Board Room Level. **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 note on **any two**. **16**
 - a) Income and social security.
 - b) Counselling in Industry.
 - c) Evaluation Report.
 - d) Technological change.
