

CHUKA



UNIVERSITY

UNIVERSITY EXAMINATIONS

ODEL

EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF COMMERCE

BCOM 453: HUMAN RESOURCE INFORMATION MANAGEMENT

STREAMS:

TIME: 2 HOURS

DAY/DATE: WEDNESDAY 21/07/2021

2.30 A.M – 4.30 P.M

INSTRUCTIONS:

QUESTION ONE

Employees of Ken Tech, a communications company located in Nairobi are on strike. They complain of inequity regarding pay, favoritism in promotion, unfair dismissal and unexplained deduction in their monthly pay. The company has approached you as a human resource expert to help in analyzing the issues and take the necessary action towards addressing employee concerns. Your first assignment is to study employee profiles. However, your first challenge is that the organization does not seem to have proper records pertaining to the employees.

Required:

- (a) Identify the specific types of employee information that you will be interested in as you undertake the task. [10 marks]
 - (b) Explain any four reasons why it is necessary to maintain human records showing the key features associated with a good record. [10 marks]
 - (c) Explain why organizations should ensure that every worker has a copy of employee handbook. [10 marks]
2. (a) Explain the functions and benefits of a computerized information management system. [10 marks]
- (b) Explain the key characteristics of quality information. [8 marks]

3. (a) Discuss the reasons why organizations should maintain elaborate human resource management policies. [10 marks]

(b) Identify and discuss the issues that should be addressed by a reward policy. [10 marks]

4. (a) Describe the various statutory deductions that employees are subjected to and give examples of non-statutory deductions applicable in an organization well known to you. [8 marks]

(b) Explain the factors you would consider when choosing a HR software to purchase for your company. [12 marks]
