

CHUKA



UNIVERSITY

**UNIVERSITY EXAMINATIONS**

**RESIT/SPECIAL**

**EXAMINATION FOR THE AWARD OF BACHELOR OF COMMERCE**

**BCOM 353: HUMAN RESOURCE PLANNING**

**STREAMS: BCOM**

**TIME: 2 HOURS**

**DAY/DATE: TUESDAY 02/02/2021**

**2.30 P.M. – 4.30 P.M.**

**INSTRUCTIONS: Answer question ONE and any other TWO questions**

**QUESTION ONE**

- (a) Many organizations rely on human resource planning for aligning the human resources with business strategy. Explain human resource activities that organizations rely on when making these plans. (10 marks)
- (b) Describe the competencies required by a human resource professional who works in a large manufacturing organization (8 marks)
- (c) Marltec Ltd. has some excess staff arising from low business volume that has characterized its operations in the last two years. Advise them on methods of dealing with the prevailing situation. (12 marks)

**QUESTION TWO**

- (a) Explain the ways in which job analysis information may be used in making employee related decisions in an organization (12 marks)
- (b) Michlink Ltd. has decided to reduce the number of its employees. Explain the effects that this decision will have to internal and external stakeholders. (8 marks)

**QUESTION THREE**

- (a) Human resource planning is a necessary activity in every organization. Using examples discuss this statement. (8 marks)
- (b) Describe the human resource planning process and indicate ways of ensuring its successful application in organization. (12 marks)

**QUESTION FOUR**

(a) Explain the importance of the following,

(i) Employee profiles (5 marks)

(ii) Human resource audit (5 marks)

(b) Training needs analysis is necessary before any training is undertaken. Explain the type of information gathered during application of this process in organizations. (10 marks)

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