

CHUKA



UNIVERSITY

**UNIVERSITY EXAMINATIONS
RESIT/SPECIAL EXAMINATION**

**EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF COMMERCE
BCOM 353: HUMAN RESOURCE PLANNING**

STREAMS: BCOM

TIME: 2 HOURS

DAY/DATE: TUESDAY 29/08/2023

2.30 P.M – 4.30 P.M.

INSTRUCTIONS

- **Answer question ONE and any other TWO Questions**

QUESTION ONE

- (a) Human resource planning is not necessary in organizations. Discuss this statement indicating arguments for and against human resource planning in organizations. (12 marks)
- (b) As a human resource consultant, suggest to organizations on methods of dealing with the problem of fewer or even excess employees at the workplace. (8 marks)
- (c) Performance appraisal is a necessity and not a once an year event. Describe the performance appraisal process in organizations and problems that might occur at each stage. (8 marks)

QUESTION TWO

- (a) Explain the importance of human resource planning and challenges that may occur at each stage. (12 marks)
- (b) Describe the type of employee information maintained in a human resource data base of an organization. (8 marks)

QUESTION THREE

- (a) Distinguish between job description and job specification and indicate the ways in which information derived from job description may be utilized. (12 marks)

- (b) Describe the role of training function in organizations and indicate how to improve training effectiveness. (10 marks)

QUESTION FOUR

- (c) Explain the type of information contained in employee profiles and ways in which this information maybe used by an organization. (8 marks)
- (b) Explain the causes of labour turnover and methods of reducing its occurrence in organizations. (12 marks)
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