



THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

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MAIN EXAMINATION

AUGUST - DECEMBER 2016 TRIMESTER

FACULTY OF COMMERCE

DEPARTMENT OF MARKETING AND MANAGEMENT

EVENING PROGRAMME

CMH 312: EMPLOYEE SOURCING

Date: DECEMBER 2016

Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and ANY OTHER TWO Questions

- Q1. ABC Company Ltd has approached you to help them draft a Human Resource policy for use and advise them on various HR practices. As a Human Resources professional;
- a) Explain to the company the importance of having a recruitment policy in an organization. **(10 marks)**
 - b) Justify the need for the company to have clear Job descriptions for its employees. **(10 Marks)**
 - c) Advise the Company on ways to improve labour productivity. **(10 Marks)**
- Q2. The success of any organization depends on how well their human assets is planned and integrated in the corporate plans.
- a) In relation to the above statement, explain five features of Human Resource Planning that should be integrated in the corporate plans. **(10 Marks)**
 - b) Explain five factors that may influence the supply of labor in an economy. **(10 Marks)**

- Q3. a) Outline the provisions of The Employment ,Act 2007 , Laws of Kenya with regard to employment of a child whose age is between 13 – 16 years of age. **(10 Marks)**
- b) The Human Resources Manager of AfyaNzuri Hospital developed an interview guide for their selection process. Analyze the importance of such a guide. **(10 Marks)**
- Q4. a) Crystal Manufacturers LTD have been experiencing high labor turn over for the last three years. A Human Resource specialist has recommended that a job analysis be carried out on the company. Analyze the importance of the specialist's recommendation to the organisation. **(10 Marks)**
- b) The level of unemployment in Kenya is reported to be very high. Highlight the factors that may account for this situation. **(10Marks)**

END