

THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

A. M. E. C. E. A

CITY CAMPUS

MAIN EXAMINATION

AUGUST - DECEMBER 2014 TRIMESTER

FACULTY OF COMMERCE

DEPARTMENT OF MARKETNG AND MANAGMENT

EVENING PROGRAMME

CMH 311: HUMAN RESOURCES MANAGEMENT

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Date: DECEMBER 2014

Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and ANY OTHER TWO Questions

- Q1. a) Training is a means to raise effectiveness of employees in their present job and to prepare them for the promotion to positions of greater responsibilities. It should therefore be related to the needs of the organizations and employees concerned. Elaborate on the THREE step approach recommended by Mc Ghee and Thay, which should be used for identifying training needs of an organization. **(6 marks)**
- b) What is a trade union and what are FOUR reasons for joining trade unions? **(6 marks)**
- c) As a HR consultant, what are THREE alternatives to recruiting you would recommend to your clients to use? **(6 marks)**
- d) Write short notes on the following topics
- i Mechanical Aptitude Test. **(3 marks)**
 - ii Multi rater assessment / Multi source assessment. **(3 marks)**

- iii General management functions of a HR manager. **(6 marks)**
- Q2. a) Management games and case studies are two methods of training using examples for each expound on how they work. **(10 marks)**
- b) Name and elaborate on THREE challenges the HRM faces today. **(6 marks)**
- c) Clearly explain the purpose of job specifications. **(4 marks)**
- Q3. a) Succinctly explain the EIGHT steps of the selection process. **(16 marks)**
- b) Explain whether employees with HIV / AIDS should be permitted to work. **(4 marks)**
- Q4. a) The objectives of compensation policy differ between the employers and employees. Clearly distinguish the employers and employees view points on the compensation policy. **(8 marks)**
- b) Write on the SIX best ways employers can protect their employees from violence in the workplace. **(12 marks)**

END