

 W1-2-60-1-6

**JOMO KENYATTA UNIVERSITY**

**OF**

**AGRICULTURE AND TECHNOLOGY**

 **UNIVERSITY EXAMINATIONS 2017/2018**

**END OF SEMESTER EXAMINATION FOR THE DIPLOMA IN BUSINESS ADMINISTRATION**

**HED 0101: INTRODUCTION TO HUMAN RESOURCE MANAGEMENT**

**DATE: AUGUST 2018 TIME: 1 ½ HOURS**

**INSTRUCTIONS: ANSWER QUESTION ONE AND ANY OTHER TWO QUESTIONS**

**QUESTION ONE (30 MARKS)**

1. Define/ explain the following;
2. Human Resource Management [2 marks]
3. Compensation Management [2 marks]
4. Motivation [2 marks]
5. Discuss objectives of Performance Management. [5 marks]
6. Define recruitment and explain giving examples factors affecting recruitment. [10 marks]
7. What are some of the reasons why workplace safety is important? [6 marks]
8. What is the difference between employee relations and industrial relations? [3 marks]

**QUESTION TWO (15 MARKS)**

Discuss the importance of Human Resource Planning in relation to organizational performance. [15 marks]

**QUESTION THREE (15 MARKS)**

Training and development in an organization is a major requirement. Explain.

**QUESTION FOUR (15 MARKS)**

Selection is the process of choosing among people who apply for work with an organization. Selection process is a series of steps to decide which recruits should be hired. Discuss [15 marks]