



KIBABII UNIVERSITY COLLEGE

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Knowledge for Development

DEPARTMENT OF BUSINESS MANAGEMENT & ECONOMICS

3RD YEAR, 1ST SEMESTER 2013/2014 ACADEMIC YEAR

COURSE CODE: BCH 309

COURSE TITLE: HUMAN RESOURCE PROCUREMENT

DATE: 14TH AUGUST, 2014

TIME: 9:00A.M.-12NOON

INSTRUCTIONS

- **Answer question one (1) and any other three (3) questions**

QUESTION 1

- a) Define the following terminologies;
 - i) Human Resource Management (2 marks)
 - ii) Human Resource Procurement (2 marks)
 - iii) Organizational Vision (2 marks)
 - iv) Organizational Mission (2 marks)
 - v) Performance Appraisal (2 marks)
- b) HRM functions are carried out by the HR managers to fulfill the goals and objectives of the organization. They perform two sets of functions, namely managerial functions and operative functions. Discuss (15 marks)

QUESTION 2

Planning is a process which involves the determination of future course of action. Explain its importance in an organizational set up. (15 marks)

QUESTION 3

Interviewing should be guided by the policy of the organization. Discuss any three types of interviews. (15 marks)

QUESTION 4

You have been requested by your Head of Department to prepare an induction program for new employees of your Organization. What details will you capture in your document? (15 marks)

QUESTION 5

Professional organizations such as the Society of Human Resource Management (SHRM) and the Human Resource Planning Society (HRPS) conduct ongoing studies of the most pressing competitive issues facing firms. Discuss the major challenges affecting HRM today.(15 marks)