



GARISSA UNIVERSITY

UNIVERSITY EXAMINATION **2016/2017** ACADEMIC YEAR **ONE**
FIRST SEMESTER EXAMINATION

SUPPLEMENTARY/SPECIAL EXAMINATION

SCHOOL OF BUSINESS AND ECONOMICS

FOR THE DIPLOMA BUSINESS MANAGEMENT

COURSE CODE: DBM 05

COURSE TITLE: PERSONNEL MANAGEMENT

EXAMINATION DURATION: 3 HOURS

DATE: 20/03/18

TIME: 2.00-5.00 PM

INSTRUCTION TO CANDIDATES

- The examination has SIX (6) questions
- Question ONE (1) is COMPULSORY
- Choose any other THREE (3) questions from the remaining FIVE (5) questions
- Use sketch diagrams to illustrate your answer whenever necessary
- Do not carry mobile phones or any other written materials in examination room
- Do not write on this paper

This paper consists of TWO (2) printed pages

please turn over



QUESTION ONE (COMPULSORY)

- (a) Define the term personnel management [5 marks]
- (b) State and explain the nature of personnel management [10 marks]
- (c) Describe the steps involved in the job evaluation process [10 marks]

QUESTION TWO

- (a) Define the following terms
 - i. Recruitment
 - ii. Compensation[5 marks]
- (b) Explain the objectives of personnel management [10 marks]

QUESTION THREE

- (a) Explain the factors influencing the wage and salary structures of an organization [10 marks]
- (b) Explain the procedures involved in the comparison or point as method of job evaluations [5 marks]

QUESTION FOUR

- (a) Distinguish between human resource and personnel management [10 marks]
- (b) Explain five functions of personnel managements [5 marks]

QUESTION FIVE

- (a) Describe the challenges involved in recruitment process by an organization [10 marks]
- (b) State and explain the objectives of compensation [5 marks]

QUESTION SIX

Describe the roles of personnel manager in an organization [15 marks]

