

P.G. Semester-II Examination, 2023**SOCIAL WORK**

Course ID : 22853 Course Code : PG/SW/203(C)

Course Title : Human Resource Management and
Organizational Behaviour

Time : 3 Hours Full Marks : 80

*The figures in the right-hand margin indicate marks.**Candidates are required to give their answers in
their own words as far as practicable.*Answer any **five** from the following questions :

16×5=80

1. Explain Human Resource Management (HRM) and Personnel Management (PM). Discuss the major functions of HRM. Write the role of an HR manager.
6+4+6=16
2. Define recruitment and selection. Discuss the various sources and methods of recruitment.
4+6+6=16
3. Write a note on Model Grievance Handling Procedure in Indian organizations. 16
4. Why is 'Workers' Participation in Management (WPM) a bipartite approach? Discuss the need and importance of WPM in Indian industries. 10+6=16

5. Define training and development. Explain on the job and off the job training. 6+5+5=16
6. Critically analyse the role of HR managers in dealing with occupational stress. Discuss how industrial counsellors help in reducing stresses and strains among employees. 12+4=16
7. Write in detail the traits and theories of leadership. 8+8=16
8. Write short notes on any **two** of the following topics: 8×2=16
 - a) Human Resource Planning
 - b) Organizational climate and team building
 - c) Employee morale and motivation
 - d) Induction and placement