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KIRIRI WOMENS' UNIVERSITY OF SCIENCE AND TECHNOLOGY
UNIVERSITY EXAMINATION, 2023/2024 ACADEMIC YEAR
FIRST YEAR, SECOND SEMESTER EXAMINATION
FOR THE DEGREE OF BACHELOR OF PROCUREMENT & SUPPLY CHAIN MANAGEMENT
KHR 2101 HUMAN RESOURCE MANAGEMENT

Date:13TH AUGUST,2024
Time:11.30AM-1.30PM

INSTRUCTIONS TO CANDIDATES
ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS
QUESTION ONE (30 MARKS)

Managing HR at TechNova Solutions

Nova Limited, a fast-growing software company, needed to manage its increasing number of employees better. To do this, the HR department started with Human Resource Planning (HRP). They looked at their current staff and future business needs to find out they needed 50 more software developers in the next year. This planning helped them ensure they would have the right people to keep the company growing and innovating.

Next, Nova focused on job analysis for the software developer role. They worked with team leaders and current employees to understand the tasks, skills, and expectations for this job. They then used this information to create clear job descriptions. With these in hand, they started recruiting by posting on job boards, working with universities, and using social media to find suitable candidates. Their selection process was thorough, involving initial screenings, technical tests, and interviews to find the best fit for the job and the company culture.

After hiring, Nova made sure new employees were placed in roles that matched their skills and interests. They also had an induction program to help new hires get familiar with the company, including an orientation session, a tour, and introductions to key staff. Additionally, they provided training workshops on company tools and work methods. This induction and training ensured that new employees were ready to start their jobs effectively and felt welcomed and supported. Through these HR practices, Nova successfully managed its growth and built a strong team ready for future challenges.

a) Identify what prompted Nova Solutions to initiate a comprehensive Human Resource Planning (HRP) process. **(5 Marks)**

b) Highlight reasons why job analysis was important for Nova Solutions when hiring new software developers. **(5 Marks)**

c) Describe methods Nova Solutions could use to recruit new software developers. **(5 Marks)**

d) Describe the selection process used by Nova Solutions to evaluate potential software developer candidates. **(5 Marks)**

e) Give **FIVE** principles Nova could have adopted to ensure new employees were placed in roles that matched their skills and interests. **(5 Marks)**

f) Highlight components that were included in Nova's induction program to help new hires integrate into the company **(5 Marks)**

QUESTION TWO (20 MARKS)

a) Describe the measures that the management of an organization should take to motivate its employees.

(6 Marks)

b) You have been recruited by Heistar University as a human resource assistant. Explain **FOUR** functions that your department will be expected to carry out   . **(8 Marks)**

c) Outline the benefits of implementing employee welfare in your organization. **(6 Marks)**

QUESTION THREE (20 MARKS)

a) Outline factors that may affect the implementation of effective reward system in an organization

(6 Marks)

b) Explain measures that a human resource manager may take to enhance the effectiveness of a recruitment process **(6 Marks)**

c) Analyse benefits an employee may derive from a training programme in an organization

(8 Marks)

QUESTION FOUR (20 MARKS)

a) Examine methods that may be used to evaluate employee performance in an organization

(8 Marks)

b) Explain reasons why human resource is considered to be the most valuable assets in the organization

(6 Marks)

c) Giving examples, describe the role of employee mobility in enhancing career advancement opportunities **(6 Marks)**

QUESTION FIVE (20 MARKS)

a) Discuss any **FOUR** ways employees separate from the organization. **(8 Marks)**

b) As a human resource professional, analyse the various causes of conflicts in organizations

(6 Marks)

c) Highlight the benefits of conducting employee induction in your organization. **(6 Marks)**