



MAASAI MARA UNIVERSITY

**REGULAR UNIVERSITY EXAMINATIONS
2017/2018 ACADEMIC YEAR
SECOND YEAR SECOND SEMESTER**

**SCHOOL OF BUSINESS AND ECONOMICS
BACHELOR OF SCIENCE IN HUMAN RESOURCE
MANAGEMENT**

**COURSE CODE: BHR 2203
COURSE TITLE: RECRUITMENT SELECTION
AND PLACEMENT**

DATE: 24TH APRIL 2018

TIME: 1100 - 1300HRS

INSTRUCTIONS TO CANDIDATES

Question **ONE** is compulsory. Answer any other **THREE** questions

QUESTION ONE

(a) "People are the most important resource of an organization. They provide the organization with their work talent, creativity and drive. They are therefore an essential ingredient for successful and effective functioning of any organization" Discuss **(15 marks)**

(b) Explain the process of recruitment and selection highlighting the importance of each stage in the selection process **(10 marks)**

QUESTION TWO

Discuss the need and importance of succession planning in an organization mindful of its long term growth and development. **(10 marks)**

(b) Define the concept of "work" and explain what work entails **(5 marks)**

QUESTION THREE

(a) Explain the need for proper placement of workers at work to maximize on their potential and contribution to the enterprise **(10 marks)**

(b) Explain **one** significant emerging issue in the field of recruitment and selection in modern business organizations. **(5 marks)**

QUESTION FOUR

Interviews are an important tool in the selection process. They provide an opportunity for the organization to get to know the recruit better and the potential employee to understand the requirements of the position they applied for and what the job entails. Discuss the limitations of interviews as a tool used in the selection process. **(15 marks)**

QUESTION FIVE

(a) "Internal recruitment has certain distinct advantages compared to external recruitment" Justify this statement. **(10 marks)**

(b) Explain the importance of orientation and induction of workers. **(5 marks)**

.....**The end**.....