

Total No. of Questions : 4

SEAT No. :

PD-1409

[Total No. of Pages : 3]

[6440] - 612

S.Y. B.B.A.

**406 C: EMPLOYEE RECRUITMENT & RECORD MANAGEMENT
(2019 Pattern) (Semester - IV) (CBCS)**

Time : 2½ Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *Figures to the right indicate full marks.*

Q1) A) Multiple Choice Questions :

[5]

- 1) What is the primary purpose of employee recruitment?
 - a) To train existing employees
 - b) To select the most suitable candidates for job vacancies
 - c) To provide social activities for current employees
 - d) To assess employee performance
- 2) Which stage of the recruitment process involves assessing applications and resumes?
 - a) Onboarding
 - b) Interviewing
 - c) Screening
 - d) Orientation
- 3) What does the term “talent acquisition” typically refer to in the context of employee recruitment?
 - a) Identifying potential candidates for future job openings
 - b) Conducting employee performance evaluations
 - c) Providing training and development opportunities for current employees
 - d) Conducting exit interviews

P.T.O.

- B) Match the following :** **[5]**

Q2) Answer the following questions (Any 1 out of 2) : [10]

- [6440]-612**

Q3) Answer the following questions (Any 1 out of 2) :

[10]

- 1) Define employee record; Explain essentials of a good record.
- 2) Explain the various types of employee record;

Q4) Write short notes. (Any 4 out of 6) :

[20]

- a) Barriess to manpower planning
- b) Difference between recruitment and talent acquisition
- c) Barriers to communication
- d) B -Recruitment
- e) Disadvantages of recruitment
- f) Manpower forecasting

