**Manpower Planning, Recruitment and Selection**

**September 2021 Examination**

**1. The pandemic saw people losing jobs, some getting opportunities. Some companies like Asian paints declared salary rise whereas Uber saw a mass layoff over a Zoom call. In the light of the above statements, explain the importance of manpower planning. (10 Marks)**

**Ans 1.**

**Introduction**

Human resources are critical to process planning, which is crucial for ensuring the long-term success of a company's operations. In a similar vein, human resources planning are another procedure that aids in evaluating personnel and selecting the most appropriate job. Furthermore, management practices that aid in determining the manners and behaviors of employees progress from point one to point two in identifying the long-term workforce composition. On the other

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**2. Differentiate induction. List and explain in detail the various steps involved in the induction process in your organization. (10 Marks)**

**Ans 2.**

**Introduction**

The induction programs that organizations use to educate their employees and professionals for new positions and changes in their management systems are known as onboarding programs. In a similar vein, it contributes to the integration and efficiency of personnel who have played a significant part in the organization. While induction is carried out in business when new employees and staff are hired, it is also carried out when other operations in the organization are

**3. An ex IIM, Kapil has come together with his classmates to start up a new venture into technology consulting. The project planning phase and infrastructure are almost ready and the kickstart of the organization is just two months away. He is at the stage of planning for job description and job specification as well as compensation of the roles fixed for various functions.**

**a. Suggest and elaborate on any two methodsto collect data for the job analysis process. (5 Marks)**

**Ans 3a.**

**Introduction**

The job analysis process is a critical stage in the development of a new firm. It is a systematic procedure that aids in gathering knowledge on existing commercial markets and their strengths and shortcomings. In a similar vein, the many departments and their respective job tasks are dispersed throughout this process, which aids in improving the startup or new firm from all

**b. Define job evaluation. Recommend and elaborate a job evaluation technique to Kapil for this company. (5 Marks)**

**Ans 3b.**

**Introduction**

Employers can analyze the worthiness and values of occupations by utilizing the job evaluation procedure in the workplace. A similar effort is being made in this process to produce an accurate comparison between the requirements of jobs and the accessibility of such jobs to employees' daily life. However, it is pretty beneficial to identify the demands of employees because they are