



BOWEN UNIVERSITY, IWO
(OF THE NIGERIAN BAPTIST CONVENTION)
COLLEGE OF MANAGEMENT AND SOCIAL SCIENCES (COMSS)
INDUSTRIAL RELATIONS & PERSONNEL MANAGEMENT PROGRAMME
B.Sc. INDUSTRIAL RELATIONS & PERSONNEL MANAGEMENT DEGREE
2022/2023 SECOND SEMESTER EXAMINATION

COURSE TITLE:	Principles of Personnel Management
COURSE CODE:	IRP 102
CREDIT:	2
TIME:	2 HOURS
INSTRUCTIONS:	Answer Question 1 and any other 2 Questions
DATE:	June 24, 2023

1. (a) Personnel management functions is the responsibility of all managers in business organization. However, there are specialized duties of a personnel manager. Discuss this view. **15 Marks**
(b) List and discuss any five personnel policies **10 Marks**
(c) Is personnel management a science or art discipline? **5 Marks**

2. (a) Highlight ethical code of conduct in personnel management. **10Marks**
(b) Discuss the importance of personnel management in organization **10 Marks**

3. (a) Discuss the challenges of personnel management in Nigeria. **10 Marks**
(b) Present organizational structure of personnel department in a multinational firm **10 Marks**

4. (a) What is medical test in employment process? **5 Marks**
(b) Discuss any five factors that can affect the recruitment of staff in Bowen University. **10 Marks**
(c) Discuss personnel record keeping. **5 Marks**

5. (a) Discuss at least six qualities of an effective personnel manager. **6 Marks**
(b) Trace the origin of personnel management. **9 Marks**
(c) What is personnel management? **5 Marks**