**MASTER OF BUSINESS ADMINISTRATION (MBA)**

**DHRM301-MANPOWER PLANNING &amp; SOURCING**

**Assignment Set – 1**

**1. Discuss the steps in manpower planning process.**

**Ans:**

**Manpower Planning Steps**

The tasks under each planning step are given below:

|  |  |  |
| --- | --- | --- |
|  | **Process Step** | **Tasks** |
| **1** | Analyzing current  manpower resources | * Assess exact no. of available resources |

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**2. Explain the Delphi technique of demand forecasting.**

**Ans: Delphi Technique** This method is essentially a group process to achieve a consensus forecast. This method calls for selection of a panel of experts either from within or outside the organization. A series of questionnaire are prepared from the responses received from a prior set of questions in

**3. Summarize the advantages and disadvantages of E-recruitment.**

**Ans: Advantages & Disadvantages**

There are many advantages of e-recruitment; both to the employers and to the job hunters, but it also has a few disadvantages too.

**Advantages of E-Recruitment**

Cost of posting jobs

**Assignment Set – 2**

**4. Write short notes on the following concepts:**

**a) Competency Mapping**

**Ans: Competency Mapping**: Competency-based HR is considered the best HR. Competency development and mapping still remains an unexplored process in most organizations. Level 3 of People Capability Maturity Model focused on the competency framework in an organization. The challenge is that

**5. Elaborate the selection process in selecting the right candidate.**

**Ans:** Planning and selecting the right candidates for the right job is a difficult process. Selecting the wrong candidate works against the organization as it is extremely time consuming for the HR managers and expensive to the work environment.

But selecting the right candidate, on

**6. Describe the causes of employee turnover in an organization.**

**Ans:** Employee turnover may happen on account of the following:

Redundancy

Non-performance

Non-compliance

**Redundancy** Employees are redundant when they are in excess of the requirements of the employer. Employees are