

Sample Paper (MHRM)

The test paper will comprise of the following sections:

1. English/Business Communication
2. General Management
3. Human Resource Management

Section I English/Business Communication

Q1. Each question below consists of a word printed in capital letters, followed by a choice of words or phrase. Choose the word or phrase that is nearest in meaning (synonym) to the word in capital letters. Fill out / blacken completely the letter of your choice on your answer sheet. You will be given 10 such items.

OBSCURE

- a) outspoken
- b) conclusion
- c) hidden
- d) kindered
- e) none of the above

The correct answer is (c)

Q2. Each question below consists of word printed in capital letters, followed by a choice of words or phrase. Choose the word or phrase that is most nearly opposite in meaning (antonym) to the word in capital letters. Fill out / blacken completely the letter of your choice on your answer sheet. You will be given 10 such items.

AFFILATE

- a) honor
- b) cut away
- c) associate oneself
- d) feign
- e) none of the above

The correct answer is (b).

Q3. Each question below consists of a pair of words in capital letters, followed by a choice of pairs. Choose the pair that has same relationship as capital letters. Fill out / blacken completely the letter of your choice on your answer sheet. You will be given 10 such items.

WORKER: UNEMPLOYED

- a) crop : barren
- b) purchase : unnecessary
- c) effluence : confidence
- d) exile : country
- e) none of the above

The correct answer is (a).

Q4. This part of the test consists of sentences, all of which contains some mistakes related to grammar, punctuation, and/or spellings. Each sentence is followed by a choice of alternatives, out of which only one is correct. Fill out / blacken completely the letter of your choice on your answer sheet. You will be given 10 such items.

Having stolen the money, the police searched the thief.

- a) Having stolen the money, the thief was searched by the police.
- b) Having stolen the money, the police searched the thief.
- c) Having stole the money, the thief was searched by the police.
- d) Being that he stole the money, the police searched by the thief.
- e) none of the above

The correct answer is (c).

Section II Management

Q1. Functional managers are responsible

- a) for a single area of activity
- b) to the upper level of management and staff
- c) for complex organizational sub-units
- d) for obtaining copyrights and patents for newly developed processes and equipment

Q2. Policies are sometimes defined as a(n)

- a) shortcut for thinking
- b) action plan

- c) substitute for strategy
- d) substitute for management authority

Q3. In the twenty-first century the four function of management are:

- a) monitoring organizing, suggesting and accommodating employees
- b) planning, organizing, controlling, and leading employees
- c) planning, organizing, suggesting and accommodating employees
- d) monitoring, suggesting, journaling, and accommodating employees

Q4. An organization that does not have profit making as its primary goal but focuses on social, cultural or political goals is

- a) for profit organization
- b) not for profit organization
- c) public sector organization
- d) none of the above

Section III HRM

Q1. Total compensation is all forms of direct and indirect compensation paid or provided to the employee in recognition of employment status and performance. All of the following are forms of direct compensation except

- A. Base Pay
- B. Variable Pay
- C. Statutory Benefits
- D. Stock Benefits

Q2. Benefits that are required by law to provide to all employees are called

- A. Medical Benefits
- B. Direct Benefits
- C. Involuntary Benefits
- D. Statutory Benefits

Q3. All of the following are phases of career development except

- A. Performance Phase
- B. Direction Phase
- C. Assessment Phase
- D. Development Phase

Q4. A planned efforts to facilitate the learning of job related knowledge, skills and behaviors by employees is

- a) Training & development
- b) Counseling & mentoring
- c) Skill development
- d) None of the above