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**Paper :— Human Resource Management**

**Topic :-- Recruitment & Selection**

## Multiple Choice Questions (MCQ) on Recruitment and Selection

### 1-The Recruitment and Selection process aimed at right kind of people

- (A) At right place
- (B) At right time
- (C) To do right things
- (D) all of the above

### 2-Recruitment or manpower selection process is the first step in the employment of \_\_\_\_\_.

- (A) Labour
- (B) Management
- (C) Both (A) and (B)
- (D) None of the above

### 3-Match the following

a. The size of the	1. legal factors
b. Cultural, economic and	2 organization's ability to locate a performing people
c. The level of seasonality of operations and	3. organization
d. the effects of past recruiting efforts which show the	4Future expansion programme

- (A) a-1, b-3, c-4, d-2

(B) a-2, b-1, c-4, d-3

(C) a-3, b-1, c-4, d-2

(D) a-1, b-3, c-4, d-2

**4-The firm must go to external sources for**

(A) Lower entry jobs

(B) For expansion

(C) For positions whose specifications cannot be met by present personnel.

(D) All of the above

**5-The \_\_\_\_ unit acts as a clearing house in screening applications that are unrealistic.**

(A) Personnel

(B) Selection

(C) Production

(D) all of the above

**6-\_\_\_\_\_ are firms that are looked upon as 'head hunters', 'raiders' and 'pirates' by organizations which lose personnel through their efforts.**

(A) Professional institutions

(B) Labour unions

(C) Recruiting firms

(D) Employment agencies

**7-To adjust to \_\_\_ fluctuations in personnel needs, the possibility of leasing personnel by the hour or day should be considered.**

- (A) Short-term
- (B) Mid-term
- (C) Long-term
- (D) Any of the above

**8-\_\_\_\_\_is the hiring of relatives which will be an inevitable component of recruitment programmes in family owned firms.**

- (A) Leasing
- (B) Nepotism
- (C) Loyalty
- (D) None of the above

**9-The \_\_\_ and the job applicant are interrelated at each step in the selection procedure.**

- (A) Job specification
- (B) Job evaluation
- (C) Both (A) and (B)
- (D) None of the above

**10-The standard of Personnel is represented by the job specification, as developed through**

- (A) Job evaluation
- (B) Job analysis
- (C) Job satisfaction
- (D) all of the above

