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BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.)
EXAMINATION: DECEMBER - 2024
SEMESTER - V

Sub.: Recruitment and Selection (BBA22-514HRM)

Date :23/12/2024

Total Marks : 60

Time: 10.00 am To 12.30 pm

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q. 1. Choose the most appropriate option. (05)

- Which of the following is a primary benefit of internal recruitment?
 - Reduced training time
 - Higher cost per hire
 - Increased turnover rate
 - More diversity in the workforce
- What is external recruitment?
 - Hiring employees from within the organization
 - Hiring temporary employees
 - Hiring employees from outside the organization
 - Hiring employees from competitors
- Which method is commonly used in external recruitment to find suitable candidates?
 - Job fairs
 - Internal job postings
 - Employee performance reviews
 - Cross-training programs
- Internal recruitment can lead to:
 - Decreased employee satisfaction
 - Inbreeding of ideas
 - A more diverse talent pool
 - Higher recruitment costs
- One major disadvantage of external recruitment is:
 - The hiring process is quicker
 - The risk of low employee morale among current staff
 - External candidates have more knowledge of the company
 - It reduces the need for training

Q. 2. State True / False (05)

- Job analysis is the process of identifying and determining the duties, responsibilities, skills, and qualifications required for a specific job.
a) True b) False
- A job description outlines the duties, responsibilities, and requirements of a particular job but does not provide any details about the work environment.
a) True b) False
- Recruitment is the process of attracting and encouraging candidates to apply for job openings within an organization.
a) True b) False
- In permanent hiring, the employee usually works on a contract for a fixed period and is not eligible for long-term benefits.
a) True b) False
- A job description is a document that provides a summary of the qualifications, experience, and other criteria required for a job.
a) True b) False

Q. 3. Write Short notes on (Any Three) (15)

1. Best practices of internal hiring
2. Job Analysis
3. Types of interview (any 5)

4. Steps in the selection process
5. 5 advantages of Internal Hiring

Q. 4. Answer in detail (Any Two) (20)

1. Who is called a recruiter? Explain the various types of recruiter.
2. Enlist any 10 questions that are frequently asked during an interview with its probable answers.
3. What is the final step in the selection process? Why?
4. Discuss the different methods of external recruitment in detail.

Q. 5. Case study (15)

At GlobalTech Solutions, we are currently in the process of hiring for the role of Senior Cybersecurity Architect, a highly specialized position that demands expert knowledge in advanced security protocols, risk management, and threat mitigation. Given the technical nature of this role and the urgent need for someone with specific expertise, we initially decided to focus on external recruitment. We believe that external candidates will bring fresh perspectives and a deep, specialized skill set necessary for the position, ensuring we stay ahead of rapidly evolving cybersecurity threats. The complexity of the role requires a level of proficiency that, based on our assessment, we believe is more likely to be found outside of the company at this time. Furthermore, hiring externally will allow us to benchmark the skills and knowledge of potential candidates against the broader industry, ensuring we are recruiting someone with the most up-to-date practices and innovations in cybersecurity.

However, the management team at GlobalTech has expressed a strong preference for pursuing internal recruitment instead. They argue that hiring from within would not only promote the company's values of career growth and employee development but would also boost morale among the workforce. The management team is concerned that opting for external candidates might send a message that there is limited opportunity for advancement within the company, which could negatively impact employee engagement and retention. They also emphasize the cost and time savings associated with internal recruitment, as internal candidates are already familiar with the company's systems, culture, and processes. Additionally, they argue that investing in training and development to prepare an internal employee for this specialized role would ultimately be more beneficial in the long run, as it would strengthen loyalty and contribute to organizational stability.

This debate has led to a conflict between two important considerations: the immediate need for specialized expertise versus the long-term value of nurturing and promoting internal talent. While we acknowledge the management's concerns, it is essential that we fill this critical position with someone who can make an immediate impact in safeguarding our digital infrastructure. Given the urgency and the unique skill set required, we believe that external recruitment is the most suitable option, despite the strong case for internal promotion.

Questions:

1. What are the key reasons GlobalTech Solutions initially chose to pursue external recruitment for the Senior Cybersecurity Architect position, and how do these reasons align with the company's immediate needs?
2. What are the primary concerns of the management team regarding external recruitment, and how do these concerns reflect the company's values and long-term goals?
3. How does the conflict between the need for specialized expertise and the desire to promote internal talent create challenges for the decision-making process at GlobalTech Solutions?