

- 5 It's a lump sum provided to employees who have completed five years of continuous services with the company
 - A Gratuity
 - B Insurance
 - C Provident Fund
 - D Leave Travel Allowance
- 6 Executives: Office manager, superintendent, supervisor, etc. comes under the following grade:
 - A Class 4
 - B Class 3
 - C Class 1
 - D Class 2
- 7 It is the technique of reducing the excess workforce from the organization
 - A Salary Survey
 - B Crèches
 - C Fringe benefits -
 - D Retrenchment
- 8 The four objectives of Performance appraisal are:
 - A Salary reviews
 - B Assists promotions
 - C Planning Job Rotation
 - D All of these
- 9 This is also known as linear rating scale and is among the simplest methods of appraisals
 - A Ranking Method
 - B Quantitative Method
 - C Scale Method
 - D Graphic Rating Scale
- 10 This refers to the aspirations with which an employee starts his career
 - A Career Planning
 - B Career Path
 - C Career Anchors
 - D Career Goal

Part – B (Do as Directed)

(05)

Explain in 1 or 2 Line

- 1 Talent Management
- 2 ROI
- 3 Title Of The Job
- 4 Reporting structure
- 5 Man Analysis reviews