

# SCCL - MANAGEMENT TRAINEE (PERSONNEL)

## SAMPLE / MODEL QUESTION PAPER

Questions : 200  
Duration : 2 hours

### General Instructions to candidates:

- 1) All questions carry equal marks.
- 2) No negative marks.
- 3) Answer all questions.
- 4) Every question has 4 options and only ONE is CORRECT Answer.
- 5) Use OMR sheet for marking the correct answer by bubbling with BLUE or BLACK ballpoint pen only.

1.	In management, the right to issue commands along with which must go the balanced responsibility for its function is called: 1) Authority 2) Responsibility 3) Command 4) Delegation
2.	As per the Two Factor Theory of Herzberg one of the following factors needed to be ensured to prevent employee dissatisfaction: 1) Motivation factors 2) Inspiration factors 3) Hygiene factors 4) compensation factors
3.	What is the name of the system which is a sum of 'shared assumptions, values, and beliefs, which governs how people behave in organizations'? 1) Organizational culture 2) Organisational climate 3) Organisational ethics 4) Organisational Development
4.	Which of the following Japanese management concepts suggest for Gradual (incremental), continuous change (improvement) in organisation. 1) Seiso 2) Kaizen 3) Samurai 4) Kanban
5.	A financial reward system for employees where some or all of their monetary compensation is related to how their performance is assessed relative to stated criteria is called: 1) PRP 2) ESOP 3) Bonus 4) none of the above
6.	Which system automates and integrates the business processes, shares common practices across the enterprise & allows information production/access in real time mode ? 1) SAP 2) ERP 3) E-governance 4) Business intelligence
7.	..... is the process of assessing an organisation's impact on society and

	<p>evaluating their responsibilities.</p> <ol style="list-style-type: none"> <li>1) Business Ethics</li> <li>2) Corporate Social Responsibility</li> <li>3) Eco friendly Practice</li> <li>4) Eco foot printing</li> </ol>
8.	<p>A holistic situation where workers exert primary control over decision making in their organisations is called.</p> <ol style="list-style-type: none"> <li>1) industrial Relations</li> <li>2) industrial democracy</li> <li>3) industrial socialism</li> <li>4) industrial harmony</li> </ol>
9.	<p>The process of planned and systematic process of transferring power, authority with responsibility and accountability, to the employees by the management is called :</p> <ol style="list-style-type: none"> <li>1) Employee participation</li> <li>2) Employee empowerment</li> <li>3) Employee promotion</li> <li>4) Employee Management</li> </ol>
10.	<p>Gandhiji's views on industrial relations are based on some of his fundamental principles which constitute the core of his philosophy. One of those are:</p> <ol style="list-style-type: none"> <li>1) Nirvana</li> <li>2) Aparigraha</li> <li>3) Tapasya</li> <li>4) Suguna</li> </ol>
11.	<p>Name the theory on labour welfare which is based on the assumption that labour groups are becoming more conscious of their rights. Their demand cannot be ignored. Hence periodical acts of labour welfare can appease the workers.</p> <ol style="list-style-type: none"> <li>1) The Public Relation Theory</li> <li>2) The Placating Theory</li> <li>3) The Religious Theory</li> <li>4) The Trusteeship Theory</li> </ol>
12.	<p>Who can raise an Industrial Dispute?</p> <ol style="list-style-type: none"> <li>1) Any person who is a workman employed in an industry</li> <li>2) A person employed in a defence force</li> <li>3) Both a &amp; b</li> <li>4) None of the above</li> </ol>
13.	<p>Which philosopher advocated that trade union is an instrument for destroying the capital class?</p> <ol style="list-style-type: none"> <li>1) Goethe</li> <li>2) Aristotle</li> <li>3) Carl Marx</li> <li>4) Dante</li> </ol>
14.	<p>An Award becomes enforceable on the expiry of how many days from the date of its publication in the Official Gazette?</p> <ol style="list-style-type: none"> <li>1) 15 days</li> <li>2) 30 days</li> <li>3) 45 days</li> <li>4) 60 days</li> </ol>
15.	<p>The Telangana Shops &amp; Establishments Act came in to force in the year :</p> <ol style="list-style-type: none"> <li>1) 2014</li> <li>2) 2015</li> <li>3) 2013</li> <li>4) Not yet</li> </ol>

	<p>When the wages to the contract workmen should be paid where the number of workmen is less than 1000 ?</p> <ol style="list-style-type: none"> <li>1) Before the expiry of 15<sup>th</sup> day of the last day of wage period</li> <li>2) Before the expiry of 10<sup>th</sup> day of the last day of wage period</li> <li>3) Before the expiry of 8<sup>th</sup> day of the last day of wage period</li> <li>4) Before the expiry of 7<sup>th</sup> day of the last day of wage period</li> </ol>
16.	<p>Who is a child under the Child Labour Act (Prohibition &amp; Regulation) Act, 1986:</p> <ol style="list-style-type: none"> <li>1) a person who has not completed his fifteenth year of age.</li> <li>2) a person who has not completed his thirteenth year of age.</li> <li>3) a person who has not completed his eighteenth year of age.</li> <li>4) a person who has not completed his fourteenth year of age.</li> </ol>
17.	<p>A Forum for adjudication of Industrial disputes relating to any matter, whether specified in the second schedule or the third schedule is called:</p> <ol style="list-style-type: none"> <li>1) Trade Union Office</li> <li>2) Board of Directors</li> <li>3) Industrial Tribunal</li> <li>4) Works Committee</li> </ol>
	<p>Recruitment of candidates for jobs via social media channels and social media networks is called:</p> <ol style="list-style-type: none"> <li>1) Crowd Sourcing</li> <li>2) E-recruitment</li> <li>3) Social Recruitment</li> <li>4) None of the above</li> </ol>
18.	<p>An accomplished and experienced performer who takes a special, personal interest in helping to guide and develop a junior or more inexperienced person is called:</p> <ol style="list-style-type: none"> <li>1) Guide</li> <li>2) Guru</li> <li>3) Mentor</li> <li>4) Trainer</li> </ol>
19.	<p>Within what time should the information be provided in Normal cases ,under RTI Act?</p> <ol style="list-style-type: none"> <li>1) 30 days from date of application</li> <li>2) 45 days from the date of application</li> <li>3) 60 days from the date of application</li> <li>4) d) 75 days from the date of application</li> </ol>
20.	<p>Subsistence Allowance @ _____ shall be paid if suspension extends to a period beyond 90 days</p> <p>(1) 50% (2) 75% (3) 90% (4) 100%</p>
21.	<p>Who among the following developed the classic three- step model of organizational change?</p> <p>(1) Kurt Lewin (2) H. Simon (3) J.P. Kotter (4) L.R. Murphy</p>
22.	<p>Which one of the following is not included in “hygiene” factors in the Herzberg two-factor theory of motivation?</p> <ol style="list-style-type: none"> <li>1) Salary</li> <li>2) Working conditions</li> <li>3) Company’s policy</li> <li>4) Responsibility</li> </ol>
23.	<p>The <b>Wagner Act</b> which proved to be the Magna Carta of labour was introduced in which country?</p> <ol style="list-style-type: none"> <li>1) United States of America</li> <li>2) Great Britain</li> <li>3) France</li> </ol>

	4) Japan
24.	Under what circumstances the Gratuity of an employee can be forfeited 1) Wilful omission or negligence 2) Termination for riotous or disorderly conduct 3) (c) Offence involving moral turpitude 4) (d) All of the above
25.	Industrial Disputed Act ,1947 provides the following Industrial relations Machinery for resolution of conflicts ( Choose the Wrong one ) 1) Negotiation 2) Conciliation 3) Meditation 4) (d) Arbitration
26.	Who is the present Minister of State for Labour & Employment ministry, Govt. of India ? 1) Sri Bandaru Dattatreya 2) Sri Venkayya Naidu 3) Sri Piyush Goyal 4) Smt Nirmala Sitharaman
27.	An interim or final order pertaining to Industrial dispute passed by Industrial Tribunal / Labour Court is called : 1) Judgement 2) Order 3) Award 4) Decree
28.	Chapter V of ID Act, 1947 envisages about 1) Arbitration 2) Conciliation 3) Strikes and Lockouts 4) lay off
29.	As per Employees Compensation Act, 1923 minimum ceiling limit of compensation for death due to accident is Rs.  (1) 80,000 (2) 100.,000 (3) 120,000 (4) 140,000
30.	As per Govt.of India's instructions, Child care leave is granted to female govt. employees ,to take care of children who are having age below  (1) 12 years (2) 16 years (3) 18 years (4) 21
31.	The Coal Mines Pension Scheme , 1998 came to force wef.,  (1) 31-03-1998 (2) 01-04-1998 (3) 01-10-1998 (4) 01-04-1999
32.	As per the payment of wages Act, 1936 Annual returns pertaining to payment of wages and deductions shall be submitted in Form _____  (1) I (2) II (3) III (4) IV
33.	The minute hand of a clock overtakes the hour hand at intervals of 64 minutes of correct time. How much a day does the clock gain or lose?  1) 23 8/11 minutes 2) 22 8/11 minutes 3) 32 8/11 minutes

	4) d. None of the above
34.	A man ate 100 bananas in five days, each day eating 6 more than the previous day. How many bananas did he eat on the first day? 1) Eight 2) Four 3) Three. 4) None of the above
35.	ABCE is an isosceles trapezoid and ACDE is a rectangle. $AB = 10$ and $EC = 20$ . What is the length of AE? 1) $AE = 10$ 2) $AE = 20$ 3) $AE = 5$ 4) None of the above

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