



Centre for Distance and Online Education (CDOE)

Tezpur University

Tezpur, Assam- 784028

ASSIGNMENT FOR SPRING SEMESTER END EXAMINATION, 2023

Course Name- HUMAN RESOURCE DEVELOPMENT

Course Code- DIPHRD / DHR 201

Full Marks= 30

Answer the following questions:

1. What are the stages and structure in writing a job specification? Write a job specification for the post of probationary officer of a bank.

8+7=15

2. Study Performance Appraisal System of an organization of your choice and explain how Performance Appraisal System helps in an organization to analyse training needs of its employees.

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