



**COLLEGE OF BUSINESS, PEACE, LEADERSHIP AND GOVERNANCE**

**COURSE TITLE: MMS505 HUMAN RESOURCES MANAGEMENT**

**LECTURER: P. ZVAVAHERA/ MUTYAMBIZI T.F**

**Instructions to candidates**

**Answer one question**

1.
  - a. In light of the COVID 19 pandemic, what interventions would you come up with as a Human Resources practitioner to ensure maximum employee productivity. **(30 marks)**
  - b. With reference to your response above, what tools would you give your staff members to support maximum productivity? **(30 marks)**
2.
  - a. Select one motivational theory and describe its key assumptions. **(30 marks)**
  - b. How can the key assumptions described in a. be used to inform a performance management system for an organisation. **(30 marks)**

3. You are employed as a Human Resources Manager at a manufacturing company.

The Production Manager, Mr Mavanda, took 14 days official leave and indicated that they he would spend the time overseas in Australia.

At the end of the 14 days his immediate supervisor Mr Kajevu emails Mr Mavanda asking how he was doing and giving him an update of what was taking place at the Company. Mr Mavanda responds to the email and sends a sick note indicating that he was unable to resume duty due to health reasons. He further indicated that he could not attempt travel as he was under specialised medical care.

There are verified reports that Mr Mavanda will not be returning to Zimbabwe but wants his children to continue staying in the company house.

You report all this to the CEO, and he gives you clear instructions that you should go ahead and start disciplinary proceedings for Mr Mavanda.

Describe in detail steps you would follow in instituting disciplinary proceedings against Mr Mavanda emphasizing how you ensure procedural and substantive fairness in the process.

**(60 marks)**

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**END**