



**NATIONAL OPEN UNIVERSITY OF NIGERIA,  
UNIVERSITY VILLAGE, PLOT 91 CADASTRAL ZONE NNAMDI AZIKIWE  
EXPRESSWAY JABI, ABUJA NIGERIA  
FACULTY OF MANAGEMENT SCIENCES  
DEPARTMENT OF PUBLIC ADMINISTRATION  
2025\_2 EXAMINATIONS**

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**COURSE CODE: PAD 371**

**COURSE TITLE: PUBLIC PERSONNEL MANAGEMENT**

**CREDIT UNITS: 3**

**TIME ALLOWED: 3Hrs**

**INSTRUCTIONS: 1. Attempt four (4) questions in All, Question one (1) and any other three (3)**

**2. Question number 1 is compulsory and carries 25 marks, while the other questions carry 15 marks each**

**3. Present all your points in coherent and orderly manner**

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Q1a What is Examination? **(5 Marks)**

Q1b What are the four methods and criteria for promotion listed by “O. Glenn Stahl”? Explain them. **(10 Marks)**

Q1c Write shorts notes on the following:**(10 Marks)**

- a. Written Tests
- b. Performance Tests
- c. Reference Checks
- d. Physical Examination
- e. Selection

Q2a In which work by G.A. Cole can we find this particular definition of recruitment? **(5 marks)**

Q2b According to G.A. Cole, what does a recruitment policy entail? **(10 marks)**

Q3a What are the different approaches or techniques used for performance appraisal? **(5 marks)**

Q3b What are the personal characteristics of the appraisee? List 10 **(10 marks)**

Q4 Explain why “communication” is important to the managers. **(15 marks)**

Q5 What are the barriers or impediments that hinder effective communication? **(15 marks)**