

041306T4HRM

HUMAN RESOURCE MANAGEMENT LEVEL 6

HRM/OS/BUS/CR/07/6

MANAGE EMPLOYEE REWARDS

March/April 2026



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

WRITTEN ASSESSMENT

Time: 2 hours

INSTRUCTIONS TO CANDIDATE

1. This paper consists of **TWO** sections: **A** and **B**.
2. Attempt **ALL** questions in section **A**.
3. Attempt question **ELEVEN (11)** and any other **TWO (2)** questions in section **B**.
4. Marks for each question are indicated in the brackets ().
5. Candidates are provided with a separate answer booklet
6. **DO NOT** write on the question paper.

This paper consists of 3 printed pages

**Candidates should check the question paper to ascertain that all pages
are printed as indicated and that no questions are missing.**

SECTION A (40 Marks)

Attempt ALL the questions in this section.

1. Derion Ltd is reviewing its employee motivation strategies to boost productivity. List FOUR types of employees rewards the company can give employees in order to achieve this goal.
(4 Marks)
2. Employee pay structures includes various statutory and voluntary deductions that the employer needs to consider. List FOUR such deductions. (4 Marks)
3. Human Resource policies guides organisations on how an employee should be remunerated. State FIVE policy areas that a reward policy should cover. (5 Marks)
4. List THREE factors you will consider when selecting methods for job evaluation. (3 Marks)
5. State FOUR reasons why managing rewards in an organization is important. (4 Marks)
6. An organization do not stand in a vacuum. State FOUR external factors that influence how an organization determines its employee rewards package. (4 Marks)
7. Majaribu Trading Company keeps changing insurance policy providers. Identify FOUR reasons that may be causing such frequent change. (4 Marks)
8. As the senior Human Resource Manager of your organization, you ae required to prepare salary budgets. State FOUR factors you would put into consideration. (4 Marks)
9. Employee benefits are part of the Reward Management System. State FOUR reasons why employers include employees benefits in the pay structure. (4 Marks)
10. As part of its employee benefits package, Tis-Tech Ltd offers various benefits to its employees. List FOUR benefits given to employees as part of the remuneration (4 Marks)

SECTION B: (60 Marks)

Attempt question ELEVEN (11) Compulsory and any other TWO (2) questions in this section.

11. Duray Plastics Co. Ltd, which produces high quality plastics, is located within the industrial area of Nairobi. The company has been an employer by choice for most of the residents of Nairobi and its outskirts. Recently the company has been receiving fewer applicants for higher positions due to reward related issues.

a) Explain FIVE possible reward issues that need to be addressed by Duray Plastics Co. Ltd
(10 Marks)

(b) Describe FIVE components of a pay structure of the company's marketing manager.
(10 Marks)

12. ABC CO. Ltd is conducting job evaluation for Human Resource Management position.

a) Explain SIX objectives of conducting job evaluation. (12 Marks)

b) Describe FOUR methods that can be used to conduct job evaluation at ABC CO. Ltd.
(8 Marks)

13. A company did a payroll audit and found discrepancies in overtime payments.

a) Explain FIVE reasons why payroll cleansing is important . (10 Marks)

b) Explain FIVE personnel information record, methods and systems which may need cleansing.
(10 Marks)

14. As the company's human resource practitioner, you are expected to prepare the company's salary budgets.

a) Explain FIVE factors you would consider while preparing the salary budgets. (10 Marks)

b) Describe FIVE factors that influence salary increment review. (10 Marks)