# Saskatchewan Security Guard License Practice Exam (Sample)

**Study Guide** 



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### **Questions**

- 1. How should security guards handle a medical emergency?
  - A. Wait for bystanders to assist
  - B. Call for medical assistance and provide first aid if trained
  - C. Ignore it if it seems too complicated
  - D. Move the person to a safer location without calling for help
- 2. What type of communication skills are essential for a security guard?
  - A. Only non-verbal communication skills
  - **B.** Clear verbal communication and effective written reporting skills
  - C. Debating skills to resolve conflicts
  - D. Persuasive speaking to influence behavior
- 3. What is the significance of a security guard being licensed?
  - A. It allows them to carry weapons
  - B. It ensures they have met the required training and standards
  - C. It provides them with more authority
  - D. It enables them to work longer hours
- 4. What approach should a guard take towards potential internal theft?
  - A. Monitor staff behavior discreetly and report suspicious activity
  - **B.** Confront staff immediately
  - C. Ignore any signs of internal theft
  - D. Consult with the public about suspicion
- 5. What type of behavior is considered unethical for security personnel?
  - A. Accepting bribes or engaging in discriminatory practices
  - **B.** Providing assistance to anyone in need
  - C. Reporting incidents to the authorities
  - D. Following all company policies

#### 6. How should security guards handle lost property?

- A. Throw it away immediately
- B. Document it, try to identify the owner, and follow company policy for lost items
- C. Keep it for personal use
- D. Leave it unattended until the owner shows up
- 7. What is a key component of a successful security strategy?
  - A. Having guards work alone
  - **B.** Regular training and updates of protocols
  - C. Reducing the number of security personnel
  - D. Using outdated security equipment
- 8. What should be done if a security guard needs to leave their post unexpectedly?
  - A. Leave without notifying anyone
  - B. Notify a supervisor and ensure the area is secure
  - C. Ask a colleague to take over
  - D. Wait until the situation has calmed down
- 9. Why is it important to understand local laws and regulations?
  - A. To ensure compliance and avoid legal repercussions
  - **B.** To gain favor with local government officials
  - C. To create personal safety protocols
  - D. To train new security personnel more effectively
- 10. How should a security guard handle lost and found items?
  - A. Discard items that appear valuable
  - **B.** Report and secure items per agency policy and procedures
  - C. Keep items for personal use
  - D. Give items away to bystanders

### **Answers**

1. B 2. B 3. B 4. A 5. A 6. B 7. B 8. B 9. A 10. B

### **Explanations**

#### 1. How should security guards handle a medical emergency?

A. Wait for bystanders to assist

**B.** Call for medical assistance and provide first aid if trained

#### C. Ignore it if it seems too complicated

D. Move the person to a safer location without calling for help

In a medical emergency, the priority for security guards is to ensure the safety and well-being of the individual in distress. The correct approach involves calling for medical assistance immediately, as professional help is crucial in these situations. This action ensures that trained medical personnel can provide the necessary care without delay. Furthermore, if the security guard is trained in first aid, they should provide assistance to the individual until help arrives. This may involve performing basic life-saving techniques, such as CPR or using the AED (Automated External Defibrillator) if the situation demands it. Providing first aid not only demonstrates a commitment to safety but can also help stabilize the person until more advanced care can be administered. Other approaches, such as waiting for bystanders to assist or ignoring the situation, do not take proactive steps to ensure the individual's safety. Additionally, moving a person without calling for help can be dangerous as it may worsen their condition or lead to complications. Being prepared and knowledgeable about proper emergency protocols is vital for security personnel, emphasizing their essential role in maintaining safety in various situations.

### 2. What type of communication skills are essential for a security guard?

- A. Only non-verbal communication skills
- **B. Clear verbal communication and effective written reporting** <u>skills</u>
- C. Debating skills to resolve conflicts
- D. Persuasive speaking to influence behavior

Clear verbal communication and effective written reporting skills are crucial for a security guard because these skills enable them to convey information accurately and professionally. Verbal communication is essential in situations requiring immediate interactions, such as explaining security protocols to guests, coordinating with team members during incidents, or giving directions to law enforcement. Effective communication helps maintain order, ensures that the security guard's instructions are understood, and reduces the likelihood of misunderstandings that could escalate a situation. Written reporting skills are equally important, as security guards often need to provide detailed accounts of incidents, create logs, or draft reports for management or law enforcement. A clear and concise report helps ensure that important details are documented correctly, allowing for appropriate follow-up actions and legal considerations if necessary. Mastery of both verbal and written communication enables security personnel to fulfill their roles effectively and maintain a safe environment.

#### 3. What is the significance of a security guard being licensed?

A. It allows them to carry weapons

**B.** It ensures they have met the required training and standards

#### C. It provides them with more authority

#### D. It enables them to work longer hours

A security guard being licensed signifies that they have met specific training and standards set by regulatory authorities. This licensing process typically involves background checks, completion of training programs, and demonstrating a certain level of competency in various aspects of security work, including legal responsibilities, dealing with incidents, and understanding emergency procedures. The importance of having a license lies in ensuring that security personnel are equipped with the necessary skills and knowledge to perform their duties effectively and to protect themselves and others. This standardization helps to assure employers and the public that licensed security guards are competent and capable of handling various situations they may face on the job. In contrast, others may suggest that licensing could imply the ability to carry weapons, but this depends on the jurisdiction and the type of license. While some licensed guards may be permitted to carry weapons, not all licenses confer that authority. Similarly, licensing does not inherently provide additional authority or allow for longer working hours, as those aspects are typically governed by employment contracts and labor laws rather than the licensing process itself.

### 4. What approach should a guard take towards potential internal theft?

- A. Monitor staff behavior discreetly and report suspicious activity
- **B.** Confront staff immediately
- C. Ignore any signs of internal theft
- D. Consult with the public about suspicion

Monitoring staff behavior discreetly and reporting any suspicious activity is paramount in managing potential internal theft. This approach ensures that the guard can gather relevant information without alarming the staff or escalating the situation unnecessarily. By observing behavior without being overt, the guard is able to detect patterns or actions that may indicate theft, such as unusual interactions with inventory or cash. This strategy also helps in maintaining a professional demeanor and preserves the workplace atmosphere. Reporting any findings to supervisors or management is crucial, as they are typically responsible for investigating claims of internal theft further or implementing measures to prevent it. Confronting staff immediately, for instance, could create a hostile environment and lead to potential conflicts, whereas ignoring signs of theft can result in losses and a negative impact on the organization as a whole. Consulting the public is also not appropriate, as internal theft is a workplace issue that requires discretion and internal procedures for handling such situations.

# 5. What type of behavior is considered unethical for security personnel?

#### A. Accepting bribes or engaging in discriminatory practices

#### **B.** Providing assistance to anyone in need

C. Reporting incidents to the authorities

#### **D.** Following all company policies

Accepting bribes or engaging in discriminatory practices is considered unethical for security personnel because it undermines the integrity and trust required in their role. Security personnel are expected to maintain a high standard of ethical behavior to ensure that they act in the best interest of the public and maintain the safety and security of the environments they protect. Accepting bribes compromises their objectivity and can lead to abuse of power, while discriminatory practices violate legal and ethical standards by treating individuals unfairly based on factors like race, gender, or religion. Such behaviors can lead to a loss of credibility for the security profession as a whole and can exacerbate tensions within the communities they serve, making it critical for security personnel to adhere to ethical conduct at all times.

#### 6. How should security guards handle lost property?

#### A. Throw it away immediately

### **B.** Document it, try to identify the owner, and follow company policy for lost items

#### C. Keep it for personal use

#### D. Leave it unattended until the owner shows up

Handling lost property is a critical responsibility for security guards, as it reflects professionalism and adherence to legal and ethical standards. The correct approach involves documenting the item thoroughly, attempting to identify the rightful owner, and following the established company policy for lost items. This process ensures that lost property is managed responsibly and increases the chance that it will be returned to its owner. By documenting the lost property, security guards create a record of what was found, including details such as the date, location, description of the item, and any identifiable information. This documentation can be crucial for later identification and retrieval processes. Additionally, making efforts to identify the owner demonstrates accountability and respect for the belongings of others. Following company policy is essential because each organization may have specific protocols for handling lost property. These protocols can include procedures for reporting, storage, and duration of holding the item before it can be disposed of or donated, ensuring compliance with legal and regulatory requirements. This approach ultimately protects both the security guard and the company, fosters trust within the community, and reinforces the duty of care that security personnel must uphold.

#### 7. What is a key component of a successful security strategy?

A. Having guards work alone

**B. Regular training and updates of protocols** 

C. Reducing the number of security personnel

#### **D.** Using outdated security equipment

A key component of a successful security strategy is regular training and updates of protocols. Continuous training ensures that security personnel are well-informed about the latest security practices, threats, and technological advancements. It helps them to effectively respond to various scenarios and emergencies, which is crucial for maintaining safety and security. Without regular updates, security protocols can become outdated, making them less effective against evolving threats. Training also fosters teamwork and enhances communication among security staff, leading to a more coordinated response in critical situations. Moreover, ongoing education helps in reinforcing the importance of adherence to legal requirements and industry standards, ultimately contributing to a more robust security posture. In contrast, operating with guards who work alone may compromise safety, while reducing the number of personnel could lead to inadequate coverage or response capabilities. Using outdated equipment can hinder the effectiveness of security operations, making it difficult to address modern security challenges.

# 8. What should be done if a security guard needs to leave their post unexpectedly?

#### A. Leave without notifying anyone

#### **B.** Notify a supervisor and ensure the area is secure

C. Ask a colleague to take over

#### D. Wait until the situation has calmed down

When a security guard needs to leave their post unexpectedly, notifying a supervisor and ensuring the area is secure is crucial for maintaining safety and security. This procedure helps ensure that the responsibilities of the guard are covered and that the situation remains stable. By notifying a supervisor, the guard can communicate the urgency or reason for leaving, allowing the supervisor to make informed decisions about coverage and resource allocation. Securing the area beforehand protects people and property and minimizes potential risks associated with leaving a post unattended. Other options, such as leaving without notification or waiting for the situation to calm down, could lead to security breaches or escalate an already critical situation. Additionally, asking a colleague to take over may not be appropriate if the colleague is not trained or authorized to manage the specific responsibilities of the post. Thus, the protocol of notifying a supervisor and ensuring security is essential for effective security operations.

# 9. Why is it important to understand local laws and regulations?

#### A. To ensure compliance and avoid legal repercussions

#### B. To gain favor with local government officials

#### C. To create personal safety protocols

#### D. To train new security personnel more effectively

Understanding local laws and regulations is crucial for anyone working in security because it ensures that actions taken in the course of duty are lawful and within the boundaries set by the legal system. This compliance helps avoid potential legal repercussions such as fines, lawsuits, or even criminal charges that could arise from misunderstandings or violations of those laws. Knowledge of regulations guides security personnel in executing their responsibilities effectively while respecting the rights of individuals and property. It also means that security guards can perform their duties with confidence, knowing they are acting within the bounds of the law, which can be critical when making quick decisions in potentially volatile situations. In contrast, gaining favor with local government officials, creating personal safety protocols, or training new security personnel, while important in their own right, are either secondary outcomes or related to different aspects of the security profession and do not encapsulate the primary importance of knowing local laws and regulations. Compliance is paramount for maintaining professional integrity and operational effectiveness in the field.

#### 10. How should a security guard handle lost and found items?

#### A. Discard items that appear valuable

#### **B. Report and secure items per agency policy and procedures**

#### C. Keep items for personal use

#### D. Give items away to bystanders

The best approach for a security guard to handle lost and found items is to report and secure them according to agency policy and procedures. This method ensures that all items are treated with respect and in compliance with legal and organizational standards. By securing lost and found items, the guard protects the property and provides a way for the rightful owner to retrieve their belongings. This process often includes documenting the item, noting where and when it was found, and storing it in a designated secure area. It also fosters trust within the community, as individuals feel more confident knowing that their lost belongings will be handled responsibly and returned if possible. In contrast, discarding valuable items, using them for personal use, or giving them away undermines this trust and could potentially lead to legal ramifications for not following proper procedures. Respecting the property rights of others and adhering to professional ethics is fundamental in the role of a security guard.