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Test Analyst

Department: Information Technology

The basic purpose of the job and its primary objectives

The Test Analyst role will participate in an interactive software development model, produce test plans, execute test plans, execute usability tests and ensure that the quality of the software delivered is to the expected standard. Working in collaboration with the Development, MI and Training departments, business leads and end-users, to understand and deliver successful business solutions.

Main Responsibilities

- Collaboratively work with PMO, IT and internal stakeholders to define project testing needs, resource planning and desired outcomes, ensuring requirements are documented in a structured and auditable manner.
- Work closely with other teams in the IT department; software developers, project managers and business analysts.
- Responsible for planning project testing phases, including: writing and executing test plans, writing and executing test scripts, running manual and automated tests, and reviewing documentation.
- Responsible for the testing and QA of new and modified software, including stress testing, performance testing, functional testing and usability testing.
- To work on multiple projects at one time, usually a combination of one large project and a number of smaller BAU modifications.
- Provide objective, documented feedback to software development and project teams.
- Communicate findings to technical and non-technical colleagues.
- Ensure IT and PMO values and working practices, specifically planning, communication, implementation and delivery, are followed and supported.
- Develop with IT and the business, recommendations on alternative approaches.