



Sr. QA Analyst - IT

J o b D e s c r i p t i o n

JOB INFORMATION

<i>Job Title:</i>	Sr. QA Analyst - IT
<i>Auburn Title:</i>	
<i>Job Code:</i>	MA24
<i>FLSA Classification:</i>	Exempt
<i>Salary Grade:</i>	IT08 \$59,900 - 107,800
<i>Organizational use restricted to the following divisions:</i>	

JOB FAMILY AND FUNCTION

<i>Job Family:</i>	Information Technology
<i>Job Function:</i>	Software Development Test Engineering

Family Description

This job family manages or performs work associated with analysis, design, implementation, operation, deployment, and support of the organization's information technology resources (including computer hardware, operating systems, communications, software applications, data processing and security), telecommunication systems, and software/database products by internal staff, outsourcing staff, or consultants. Activities include developing information technology strategies, policies and plans; maintenance and use of information technology resources; training and supporting technology users; telecommunications network planning, operations and site acquisition; programming software/database products for sale to external customers; developing PC, online, and mobile games; and internet product management & operations.

Function Description

--	--

JOB SUMMARY

Under minimal supervision, the Senior Quality Analyst will oversee quality activities for projects and enhancements, from inception to promotion to production. This position leads and/or assists teams with testing and defect management efforts.

KEY RESPONSIBILITIES

	% TIME
<ul style="list-style-type: none"> Leads QA initiatives for designated projects (both standard and agile). Facilitates QA conversations with customers and across the entire project team. Guides a project through various quality milestones and ensures standards and best practices are followed. 	20%
<ul style="list-style-type: none"> Leads and assists teams with the development and maintenance of QA artifacts, such as requirements, test cases/scenarios, test executions, defect management and metrics reporting. Ensures quality deliverables and milestones are being met. 	15%
<ul style="list-style-type: none"> Provides initial technical consulting for potential automation or load testing initiatives. Develops both functional and API automation and performance/load testing scripts in support of project activities, as well as the building of a holistic regression testing library. Works closely with the QA Manager to develop both the test automation and load testing framework and strategies. 	15%
<ul style="list-style-type: none"> Works with the QA manager to develop new and/or maintain existing quality management processes, standards, and guidelines. Communicates these principles throughout the Auburn University campus (both technical and non-technical users). 	10%

<ul style="list-style-type: none"> Leads the analysis and recommendation of various quality tools, to include vendor discussions, proofs of concepts (POCs), and presentations. Maintains the suite of quality tools to include test management, functional automation, performance and load testing, and mobile testing solutions. 	10%
<ul style="list-style-type: none"> Serves as a mentor to QA Analysts and acts as the first point of contact for questions or escalations regarding quality standards/practices or quality checks for projects. Provides mentorship and training with tools and best practices to various teams. Examples are automation test cases and scenario creations, script writing, tests and defect tool management, and agile testing strategies. 	10%
<ul style="list-style-type: none"> Steps in for the QA Manager and represents the QA office during various quality initiatives, such as cross-campus discussions, project strategies or OIT leadership consultations. 	10%
<ul style="list-style-type: none"> Works closely with the QA Manager regarding the development of the QA roadmap (short and long-term), as well as the overall quality strategy. Performs other related duties as assigned by the supervisor. 	10%

The above key responsibilities are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position and the percent of time spent on each duty varies based on department needs.

MINIMUM QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the minimum requirements listed below. The requirements listed below are representative of the skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the key responsibilities.

Minimum Education and Experience					
Education Level	Field of Study		Years of Experience	Area of Experience	
Bachelor's Degree	No specific discipline. Degree in IT or related field preferred. Master's degree is preferred.	And	7	Experience in software quality analysis and risk management, software testing and defect management, test automation and performance testing. Experience with requirements management, as well as testing principles (unit, functional, regression, systems integration, end to end (E2E) and user acceptance testing (UAT) are essential. Experience with qTest, HP-ALM, PractiTest, or similar test management tool. Experience with Jira or similar agile PM tools. Experience with Java, JavaScript, .NET or related languages. Must have the ability to help formulate strategic quality management decisions, standards and guidelines. Must have the ability to communicate to both IT leadership and other key stakeholders (such as distributed IT and administrative leadership). Experience leading QA activities during large software and technical projects.	

Minimum Skills and Abilities		
Description	Proficiency	
Knowledge and delivery experience of QA functions within an ERP application.	Advanced	And
Foundational knowledge of modern IT technologies and applications.	Advanced	And
Understanding of current development frameworks and practices	Advanced	And
Proficient in programming languages (e.g., JavaScript, .NET) and modern practices.	Advanced	And
Excellent communication skills both written and verbal.	Advanced	And

Minimum Technology

<i>Technology</i>	<i>Technology Details</i>	
Strong technical aptitude and computer skills.		

Minimum Licenses and Certifications

<i>Licenses/Certifications</i>	<i>Licenses/Certification Details</i>	<i>Time Frame</i>	
None Required.			

Approved 11/10/2019

Date: