
Auburn University Job Description

Job Title:	QA Associate - IT	Job Family:	No Family
Job Code:	MA22	Grade 32:	\$35,000 - \$58,400
FLSA status:	Exempt		

Job Summary

Under close supervision, the QA Associate assists with quality activities for projects and enhancements, from inception to promotion to Production. This position will help gather requirements, create and manage manual and automated test cases, manage defects, and provide appropriate metrics and reports.

Essential Functions

1. Creates and executes manual test cases and provides documentation within the test management and quality tools. Helps manage the creation and maintenance of software defects with the appropriate test management tool. Sends out communications and/or reports and metrics to project and business partner team members.
2. Meets with project and business partner teams to understand and gather functional and/or technical requirements. Records requirements in appropriate quality tool. Captures full traceability for requirements - test cases and defects.
3. Develops both functional and API automation and load/performance testing scripts in support of project activities, as well as the building of a holistic regression testing library. Develops test automation framework and strategies.
4. Maintains the suite of quality tools to include test management, agile QA, functional automation, performance, and load and mobile testing solutions.
5. Participates in the analysis and recommendation of various quality tools, to include vendor discussions, proofs of concepts (POCs) and presentations.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions 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.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Four-year college degree	Degree in technology or business focused program.
Experience (yrs.)	0	Experience in software development and the software development cycle, foundational knowledge of quality assurance and general IT.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Foundational knowledge of the software development lifecycle (SDLC). Foundational knowledge of modern IT technologies and applications. Understanding of current development frameworks and practices. Experience with Java, JavaScript, .Net, or related languages and modern development practices.

Certification or Licensure Requirements

None Required.

Physical Requirements/ADA

No unusual physical requirements. Requires no heavy lifting, and nearly all work is performed in a comfortable indoor facility.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires sitting, talking, hearing,

Job occasionally requires standing, walking, reaching, handling objects with hands, and lifting up to 10 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/16/2018

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