
Auburn University Job Description

Job Title:	QA Analyst - IT	Job Family:	No Family
Job Code:	MA23	Grade 35:	\$51,900 - \$86,400
FLSA status:	Exempt		

Job Summary

Under general supervision, the Quality Analyst helps teams and product users adhere to newly developed quality management standards and processes. Ensures quality activities for projects and enhancements, from inception to promotion to production.

Essential Functions

1. Participates in QA initiatives for designated projects (both standard and agile). Facilitates QA conversations with customers across the entire project team. Guides a project through various quality milestones and ensures standards and best practices are followed.
2. 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.
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. Helps with maintaining test automation framework and strategies.
4. Communicates quality management principles throughout the Auburn University campus (both with technical and non-technical users).
5. Participates in 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.
6. 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.

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.)	3	Experience in software quality analysis and risk management, software testing and defect management, test automation and performance testing. Must have an understanding of the role of a strong Quality Management program and its role within a modern IT organization. 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.

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

Knowledge and delivery experience of QA functions.

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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