POSITION DESCRIPTION

Position Title: Test Analyst
Organisation Unit: Information Technology Services
Position Number:
Type of Employment: Fixed term for 12 months, full-time
Classification: Hew Level 6

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (52), QS World University Rankings (47), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (65). UQ again topped the nation in the prestigious Nature Index and our Life Sciences subject field ranking in the Academic Ranking of World Universities was the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland's highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The Division of Information Technology Services (ITS) at The University of Queensland provides an information environment that supports the teaching, learning, research and engagement objectives of the University and contributes positively to the student experience and the University's reputation, in line with our values of excellence, creativity thinking, honesty, support, respect and diversity. It delivers network, systems and IT infrastructure support to the University, and application development. Also located within ITS, is the internationally recognised network security group, AusCERT, which provides Internet security services throughout Australia and New Zealand. ITS manages core networks not only for the whole of The University of Queensland, but also works with other Queensland universities to manage access to the national university network (AARNet). ITS also operates research computing infrastructure and hosts many of the University's largest servers.

For further information visit our website www.its.uq.edu.au

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq

DUTY STATEMENT

Primary Purpose of Position

The primary function of the position is to undertake testing activities for various initiatives at UQ. The position will frequently be a major link between ITS and the client and good communication is essential in order to ensure customer satisfaction and provide suitable explanations of technical matters to clients.

Duties

Duties and responsibilities include, but are not limited to:

- Review requirements, specifications, user documentation, help files, and other project documentation to assure quality of the products and tests to be developed.
- Prepare test scenarios / test cases, regression suites
- Undertake manual test execution as directed by the project / test manager.
- Assist towards development of test automation framework
- Integrate test suites into the test management system and undertake test execution
- Co-ordinate testing activities for a project with internal / external testers
- Use risk-driven techniques to develop, maintain, and execute test suites for various Software products;
- Work with the Development team for effective resolution of issues & defects
• Adhere to UQ test processes and frameworks
• Participate in project planning activities to identify the quality implications of known bugs and the impact of proposed changes to product definition and impact on the testing process.
• Undertake administrative tasks including (but not limited to) preparation of plans (in support of technical tasks), submission of change requests, management of work requests and completion of timesheets.
• An employee may be required to carry out other duties within the scope of the classification and within the limits of their skill, competence and training.

**Other**
Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- the [University's Code of Conduct](#)
- requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University or Institute/School
- the adoption of sustainable practices in all work activities and compliance with associated legislation and related University [sustainability responsibilities and procedures](#)
- requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related [responsibilities and procedures](#) developed by the University

**Organisational Relationships**
The position reports to the ITS Test Manager and may be required to direct other professional or technical staff on work relating to specific tasks or projects
SELECTION CRITERIA

Essential

- Qualifications and training equivalent to an undergraduate degree in IT or related field and subsequent relevant experience; OR an equivalent combination of experience, education and training.
- Effective interpersonal, oral and written communication skills, including the ability to work collaboratively with clients and colleagues to achieve positive outcomes.
- Demonstrated effective problem solving skills with the ability to perform research or liaise with others to develop solutions for more difficult problems.
- Organised and methodical approach to tasks.
- Must be self-motivated and able to work to objectives with limited guidance—either alone or as a member of a small team.
- Experience and/or significant knowledge in all of the following areas;
  - Creating well-designed and reusable test cases
  - Perform and coordination testing activities
  - Systems testing
  - Integration testing
  - UAT testing
- Demonstrable experience in dealing effectively with users, to undertake UAT testing sessions.
- Well-developed interpersonal skills (including written and verbal communication) and the ability to liaise with staff and external agencies at all levels.
- Strong exposure to Tools including Jira, Confluence, and test management tools – Silk Central, Zephyr, HP ALM, etc.
- Experienced in defect management & co-ordination with development teams including usage of appropriate tools.
- Ability to work in an innovative way using Agile techniques & principles to deliver quality outcomes

Desirable

- Experience using and developing a variety of automated test suites and tools (e.g. Selenium/Webdriver IO, JMeter, PHPUnit, Jasmine, Silk Test Workbench / HP QTP).
- Programming language experience (e.g. Java, PHP, JavaScript, Java, and Ruby).
- Experience with DevOps practices and associated tools, such as: containerisation, automated testing, continuous integration, continuous delivery, logging and monitoring.
- Knowledge of Agile software development methodologies, including SCRUM.
- Experience using continuous integration / deployment tools (e.g. Jenkins)
- Knowledge of Oracle databases, HRIS and BPM systems.
- Experience in creating test strategy, test plans & test summary reports

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

This role is a full-time position; however flexible working arrangements may be negotiated. Accessibility requirements and/or adjustments can be directed to Lauren.Bourke@uq.edu.au.