

TEST ANALYST

JOB DESCRIPTION



SALARY	£40,000 - £45,000
LOCATION	Leeds
WORKING PATTERN	Full time (37.5 hours per week), Hybrid
DEPARTMENT	Member Engagement, Digital and Data

PURPOSE

- To support the Lead Test Analyst and Test Manager with planning the day to day testing activities of the projects you are assigned to.
- To self-manage the tasks allocated and ensure progress is reported in a timely manner.
- To assist the Test Manager, Lead Test Analyst in driving the quality of the applications delivered by Applications Delivery, to MPS and its members to enable first class delivery of service to our members.
- To ensure consistently high-quality software releases of both in-house MPS software applications and their interfaces to other relevant 3rd party applications into the Live environment. This will be achieved through the creation of targeted test strategy / approach documentation followed by appropriate design and execution of system and non-functional tests.
- To facilitate and support key business representatives to ensure comprehensive and successful User Acceptance Testing occurs.
- To proactively seek ways of improving the key activities of their team, including:
 - The quality, accuracy and fitness for purpose of software testing related project deliverables.
 - The effectiveness of those elements of the MPS project methodology and approaches to project delivery where Test Team involvement is required.
 - The quality and range of software testing related services provided by the team, including test specific reports during key stages of project delivery.

ACCOUNTABILITIES & RESPONSIBILITIES

Operational

- Create and maintain Test Strategies, Test Plans, Suites, Cases for projects assigned.
- Work with the project team (Developers, designers, BAs etc.) so that test tasks are delivered to meet the overall project plan.
- Provide guidance to more junior testers assigned to projects so that they understand the requirements of the application under test and the test processes/tools being used.
- Perform review of requirements and associated test cases to ensure delivery of products that meet the quality level that supports the overall project requirement.
- Accurately and timely provide test effort estimates for tasks assigned to them.
- Work with Test Automation Engineers and provide help and guidance on test cases for automation. Ensure that the Test Automation Engineer/s understand the application under test and the user journeys being tested.
- Work with BAs and SMEs to ensure the requirements for projects/small change are clear and testable.
- Act as a 'trusted' point of contact within the Test Team on each project you are assigned to.
- Monitor and review output from other testers working within assigned projects, to ensure standards of testing are being maintained.

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- To be competent in assigning testing tasks to 3rd part/Offshore testers assigned to the project.
- To be competent in monitoring output from 3rd Party/Offshore test resources assigned to the project.
- To perform peer reviews of output from 3rd Party providers and ensure their test capability and capacity, protecting MPS interests.
- To ensure any defects raised against a project are managed through the defect lifecycle and updated in a timely manner.

Financial

- Work with Test Manager and Lead Test Analyst to identify improvements in processes and tooling to optimise the test efficiency within MPS.

Member

- Deliver the QA tasks that provide the highest quality products for our members so that they have great experiences when interacting with our systems.

People

- Work with the Lead Test Analyst to ensure test tasks are planned and assigned in accordance to the overall project plan for projects you are assigned to. Provide progress updates and any issues so that the Lead Test Analyst can maintain an accurate view of test progress.
- Provide strong guidance to 3rd Party/Offshore Test Analysts within project, to support through experience and help the Test Lead manage the tasks of others.

Risk

- Minimise risk through the appropriate use of test disciplines in support of the delivery of new or amended software applications within the MPS software estate.

Other

- To work alongside colleagues at all levels to deliver Project and Small Change in support of the Applications Delivery team.
- To work with and perform duties as directed by the Lead Test Analyst and Senior Test Analyst on each project and or Small Change.

PERSON SPECIFICATION

Knowledge & Qualifications

- ISTQB Foundation in Testing (*)
- Strong SQL skills.
- Maintain frequency and knowledge of industry best practice for software testing.
- Detailed understanding of project/test management tools such as DevOps, Jira, Quality Centre tools to optimise and deliver high quality testing of applications produced/delivered by Strategic Change.
- Able to report progress and results to Senior Tester and Lead Tester and system stakeholders in a timely manner.
- Experience of working with 3rd Party / Offshore resources in testing of applications.
- Knowledge of an Agile Development Methodology (*)
- Experience of testing DWH population – ETL (*)

Skills

- Has passed the certification for Foundation tester as set by ISTQB
- Able to translate requirements into structured Tests Cases for the application/s under development.
- Able to analyse the application requirements, its associated Test Cases and identify and create the data necessary to run the test cases and validate the requirements.
- Able to apply industry best practice for software testing to testing activities within MPS.
- A 'can do' attitude, with a commitment to quality in all aspects of work.
- Strong written and verbal communication skills.
- Able to provide guidance and instruction to more junior and 3rd Party /Offshore Testers so that best test techniques are applied, and a quality product delivered.
- Able to engage with and work alongside key representatives from the business, supporting the facilitation of workshops and any outputs, such as documentation.
- Organisation skills, able to work under own supervision, and a good team player.
- Keen interest to progress and learn from experience
- Strong skills in database interrogation via SQL. Strong skills in creation of test data for validation of Transformations on data load.

Experience

- Has applied testing techniques learnt from the ISTQB Foundation course
- Extensive experience of identifying test scenarios/case from functional specifications/ design documents and or from Business Requirement and workflow documents.
- Experience of functional, UAT and integration testing
- Experience in testing applications from delivery out of the development environment through to deployment into production environment.
- Experience of assisting business representatives and or Application support Team in reviewing and resolving issues found in the Production environment
- Experience of task assignment and progress monitoring of both onshore in house testers and 3rd Party/Offshore testers
- Experience of performing test tasks within an Agile project test team in an Agile development environment (*)

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All points marked with (*) are desirable and are not essential to the position.

We welcome applicants from all backgrounds, and we encourage you to apply even if you feel you do not match 100% of the technical requirements. Medical Protection Society prides itself in being a collaborative, forward-thinking and inclusive employer where everyone can be themselves and embrace each other's unique individuality, background or heritage.