

Job Profile

Name:
Job Title: Technical Software Tester

Location: Hampton Court Palace (travel to other palaces as agreed)

Responsible To: Test Manager

Responsible For:

Direct Reports n/a

Indirect Reports n/a

Key Budgetary Responsibilities: n/a

Job Profile Agreed:

Job Holder's Signature :

Date : September 2016

Manager's Signature:

Date:

Job Title	Technical Software Tester
Purpose of this job	To provide assurance through testing, data analytics and reporting that the software systems provided are fit for purpose, free from defects.
Main customers to this job	Head of Information Systems Applications Manager IS Projects Manager Ticketing Systems Manager Applications Administrators IS team Software Suppliers
Key areas of responsibility:	<ul style="list-style-type: none">• Consults with the internal customer to understand the scope of the project• Responsible for completing standard test tasks such as creating test plans and Writing test scripts from functional requirements; Running test scripts; reporting and analysing test results and defect management. create, run and analyse tests from functional requirements• Create, maintain and run automated test scripts on identified key systems using designated Automation tool for the purposes of regression testing• Administer automation test tool.

	<ul style="list-style-type: none"> • Provide support and training on the automation tool as and when required • Keeps up to date with any changes that have been made to the product and the interdependencies on testing to maintain automated test scripts so that all areas are thoroughly tested through iterations of development. • Ensures detailed metrics are recorded and monitored to track the progress and outcomes of the testing process. • Communicates the testing progress either verbally or in writing to the internal customer and the line manager at regular intervals • Reports and escalates issues to the internal customer and the software supplier in a timely manner • Makes suggestions for enhancements to the product based on testing/usability throughout the testing process • Hands over the specification and testing findings so that user documentation can be written for end user reference • Keeps track of known issues and helps to identify trends so that fixes can be targeted to specific areas of functionality • Queries back end databases of implemented system through various tools to extract and analyse data when required. • To produce reports from data analysis to present to stakeholders to highlighting useful information, suggesting conclusions, and supporting decision making on system development going forward • To ensure data integrity is maintained within our systems as part of testing and to aid in tracking and analysing technical defects. • Serve as second line support for select applications.
Key Skills	<ul style="list-style-type: none"> • A good understanding of the software development process • A good understanding of the business approach • Good writing skills (for documenting the process) • Good communications and organisational skills • The ability to work in a team and as an individual • Good presentation skills • The ability to work under pressure and to tight deadlines • The ability to think logically • A good working knowledge of test management applications and defect tracking applications • A good working knowledge of the test automation application • Skills in database querying and data analytics •