



JOB DESCRIPTION

**Test Analyst
Professional 4 (P4)
Student Information System Programme
Two Year Fixed-Term Contract**

Dublin City University

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission ‘to transform lives and societies through education, research, innovation and engagement’. Known as Ireland’s ‘University of Enterprise’, DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU’s pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world’s Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

Overview of the department

The Student Information System (SIS) Programme is a multi-year programme which has a key role to play in the advancement of the University strategic goals. Supported by the Office of the Vice-President Academic Affairs, DCU is currently in the process of implementing a cloud-based Student Information System (SIS) to enhance the experience of students and staff and facilitate operational excellence by leveraging technology and integrating systems.

Role Profile

Working as part of the SIS programme team and reporting to the Test Manager the Test Analyst will be accountable for designing, developing, and executing tests to verify the project achieves the objectives of the SIS Programme and the users of the system.

Duties and Responsibilities

The duties and tasks of the position include, but are not restricted to, the following:

- Partnership with the SIS Programme, DCU and non DCU resources to comprehend the impact on different business services impacted by the SIS Programme (working closely with the other SIS Delivery Streams to comprehend the requirements and desired outcomes of the different services / processes / products).
- Analyse requirements ensuring they are fit for purpose and testable, in order to design tests to explicitly test the desired project outcomes (working with the wider SIS Programme team and external vendors).
- Work with the Test Manager/Lead to identify any testing-related risks, issues and dependencies and manage escalations appropriately to ensure resolution.
- Create comprehensive and well-defined test scripts that are traceable back to requirements.
- Execution of functional, regression and integration test scripts.
- Ensure regression testing is performed in a manner that recognizes the risks of introducing defects into the environment.
- Contribute to reporting and test metrics on planning, defects, and execution.
- Accountable for day-to-day test execution and defect resolution using Jira.
- Provide assistance during UAT test events working closely with the team to resolve issues.
- Provide assistance and guidance to junior members of the team on industry standards and best practices

Qualifications and Experience

Essential Training

- A minimum of 3 years hand-on software testing experience preferably including, testing of large multiphase projects.
- Bachelor's Degree in Computer Science, Information Systems, or other related field, with a relevant professional qualification (or equivalent evidence of experience).
- Experience reviewing requirements, specifications and technical design documents to provide timely and meaningful feedback.
- Experience defining test scope based on functional and technical specifications.
- Ability to prioritise, plan, coordinate and report on daily test activities.

- Experience in writing clear, concise, comprehensive test cases utilising a test management tool such as Zephyr, X-ray or HP ALM.
- Experience participating in defect triage discussions and managing defects to resolution using Jira or a similar defect management tool.

In addition, applicants must demonstrate;

- Experience testing large scale data migration projects.
- Knowledge and/or experience testing ERP systems.
- Knowledge and experience of the Higher Education Sector (nationally and/or internationally).
- Good test design and testing skills, a passion for quality and attention to detail
- Excellent planning and organisational skills with the ability to manage small to medium test projects, deliver to deadlines and prioritise workload.
- Ability to operate in an environment with tight deadlines, finite resources and uncertainty.
- Ability to work effectively and work with a number of different teams and locations.
- Excellent interpersonal skills - takes a consultative approach and is able to build relationships at all levels.