



## **JOB DESCRIPTION**

**Test Analyst  
Professional 4  
Student Information System Programme  
11 Month Fixed Term Contract**

### **Dublin City University**

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

## **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 goals of the SIS Programme and the users of the system. This is an 11 month Fixed Term Contract with potential further opportunities within the University.

## **Duties and Responsibilities**

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

- 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).
- Working closely with the other SIS Delivery Streams and other units in DCU to comprehend the requirements and desired outcomes of the different services / processes / products.
- 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**

- A minimum of 2-3 years hands-on software testing experience preferably including testing of large multiphase projects.
- Bachelor's Degree (NFQ Level 7) in Computer Science, Information Systems, or other related field, with a relevant professional qualification.
- 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.
- Good test design and testing skills, a passion for quality and attention to detail.

- 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.
- 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.

**In addition, it is desirable applicants have experience in one or more of the following:**

- Experience testing large scale data migration projects.
- Knowledge and/or experience testing ERP systems.
- Knowledge and experience of Integration testing.
- Knowledge and experience of the Higher Education Sector (nationally and/or internationally).

**Additional Information:** *Please note this role does not meet criteria for a Critical Skills permit as stipulated by the Department of Enterprise, Trade & Employment.*