



## **Job Description**

### **Test Lead**

#### **Student Information Systems (SIS) Programme Office of Vice-President Academic Affairs (Registrar) 2 Year Fixed Term Contract**

Dublin City University [www.dcu.ie](http://www.dcu.ie) 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 and Transformation’, it is committed to the development of talent, and the discovery and translation of knowledge that advances society and the economy. DCU is the Sunday Times Irish University of the Year 2021.

The University is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. It currently has more than 18,000 students 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 creating a transformative student experience, and its positive social and economic impact. This exceptional commitment on the part of its staff and students has led to DCU’s ranking among the top 2% of universities globally. It also consistently features in the world’s Top 100 Young Universities (currently in QS Top 70 Under 50, Times Higher Top 150 Under 100).

DCU is placed 84th in the world, in the Times Higher Education University Impact Rankings – measuring higher education institutions’ contributions towards the UN Sustainable Development Goals. Over the past decade, DCU has also been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

### **Student Information Systems**

In the context of its five-year strategic plan, Talent, Discovery and Transformation 2017-2022, DCU is currently in the process of implementing a cloud-based Student Information System (SIS) to assist our objectives as a globally engaged university. The SIS Programme has a key role to play in the achievement of the University strategic goals, leveraging the affordances of digital technology and systems integration to enhance the experience of both students and staff, and facilitate operational excellence. The SIS project is being mobilised in the Office of the Vice-President Academic Affairs to deliver this transformational change. A Project Management Office (PMO) has been established to co-ordinate and lead delivery, financial, resource and risk management working closely with the SIS Programme Delivery Streams and the solution provider(s).

The project team now seeks to recruit a Test Lead to manage and execute test activities as part of the SIS Programme. This role will report to the SIS Testing Manager.

#### **Duties and Responsibilities:**

- Define and execute test plans for each of the phases of the SIS business services impacted by the SIS Programme (working closely with the other SIS Delivery Stream to understand the requirements and desired outcomes of the different services / processes / products)
- Lead test preparation and execution based on the test plan and according to industry best standards.
- Collaborate with the SIS Programme, DCU and non DCU resources to understand the high-level impact on different teams / units.
- Work collaboratively with the wider SIS Programme team and external vendors during the design and delivery of testing activities.
- Reporting and monitoring test progress throughout the course of the SIS Programme.
- Identify any testing-related risks, issues and dependencies and managing escalations appropriately.
- Responsible for the day to day test execution and defect management using Jira
- Support the training of testing process and tooling across SIS and the wider DCU community.
- Support the test workshops / presentations to stakeholders and senior management.
- Mentoring junior members of the test team and manage UAT test events.
- Deputise for the Test Manager as required.

#### **Candidate Requirements**

- A minimum of 3 years' test lead experience including software testing experience throughout all phases of the software delivery cycle.
- Experience testing large scale data migrations, including data level validation and application level validation testing.
- Experience estimating, prioritizing, planning, coordinating and reporting on test activities.
- Experience in writing clear, concise and comprehensive test plans and test cases.
- Defect Management using Jira or a similar defect management tool.
- Experience reviewing requirements, specifications and technical design documents to provide timely and meaningful feedback.
- Ability to operate in an environment with tight deadlines, finite resources and uncertainty.
- Ability to work effectively and collaboratively across a number of different teams, projects and locations.
- Excellent planning and organisational skills with the ability to manage schedules, deliver to deadlines and prioritise workload.
- Excellent interpersonal skills - takes a consultative approach and is able to build relationships at all levels, up to and including Senior Management level.
- Educated to degree level, with a relevant professional qualification (or equivalent evidence of experience).
- Knowledge and/or experience with ERP systems is desirable but not essential.

- Knowledge and experience of the Higher Education Sector (nationally and/or internationally) desirable.

**Mandatory Training**

The post holder will be required to undertake the following mandatory compliance training: Orientation, Health & Safety, and Data Protection (GDPR). Other training may need to be undertaken when required.