



# QUALITY ASSURANCE ANALYST

Application Pack



# PREPARING YOUR JOB APPLICATION

## To prepare your application please complete the following

1. Review the 'Essential Information about Compassion'.
2. Review the position description.
3. Develop a 1 - 2 page cover letter. Your cover letter should address the relevance of your background and experience to this specific role. Please note, addressing the selection criteria is not required.
4. Develop a concise resume outlining your qualifications and employment history (max 5 pages).
5. Click 'Apply Now' on the job advertisement, uploading your resume, cover letter and answer the application questions to the minimum word requirement.

## Contact Us

Should you require further information after reviewing this document, please contact our People and Culture team at [peopleandculture@compassion.com.au](mailto:peopleandculture@compassion.com.au).

# ESSENTIAL INFORMATION ABOUT COMPASSION

## Mission

Compassion exists to release children from poverty in Jesus' name.

## What Makes Us Unique?



### Christ-centred

We are dedicated to caring for the poor in response to God's call and giving hope to the hopeless by spreading the Gospel of Jesus Christ in an age-appropriate, culturally relevant and noncoercive way.



### Child-focused

Children are the hardest hit by poverty, the least able to change their circumstances, and at the heart of Jesus' ministry. We address the holistic needs of the individual child so that they can become responsible and fulfilled Christian adults and change agents in their communities.



### Church-based

We partner with local churches to implement our holistic child development model because they are uniquely placed to understand the real needs of their community and foster an environment of stability.

## Statement of Faith

1. **WE BELIEVE** the Bible is the inspired, the only infallible, authoritative Word of God.
2. **WE BELIEVE** there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
3. **WE BELIEVE** in the deity of our Lord Jesus Christ, in His Virgin birth, in His sinless life, in His miracles, in His shed blood for the remission of sins, in resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.
4. **WE BELIEVE** salvation is found only through Jesus Christ and requires individuals to acknowledge their sin, accept His forgiveness and repent.
5. **WE BELIEVE** that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential.
6. **WE BELIEVE** in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
7. **WE BELIEVE** in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto eternal separation from God.
8. **WE BELIEVE** in the spiritual unity of believers in the Lord Jesus Christ.
9. **WE BELIEVE** Jesus established the Church to carry out ministry on earth.



# POSITION DESCRIPTION

## Primary Purpose

In response to God's calling and in the power of the Holy Spirit, the Quality Assurance Analyst is responsible for working with stakeholders (technical and non-technical) to plan, design and execute test cases to ensure high quality outcomes are delivered from Compassion Australia's technology projects. In addition, this role is responsible for working with non-technical stakeholders to support/coach them through test execution. The QA Analysts is also expected to proactively contribute to improving testing standards, documentation, strategies and management of requirements and defects.

## Key Accountabilities

- Create end-to-end test plans by collaborating with subject matter experts, business analysts and developers
  - Functional/Non-functional testing
  - Integration testing
  - Regression testing
  - User-Acceptance
- Develop test plans that include:
  - Testing coverage and fit-for-purpose testing measures/indicators (analyse, interpret, and present results/metrics to stakeholders)
  - Track and manage issues uncovered during testing
  - Provide input into the process for resolving defects/rework that is required
  - Outstanding documentation practices
- Configure and manage test environments and related testing data (including de-identification, privacy and policy compliance)
- Recommend and develop standardised and / or automated testing where suitable
- Contribute to project schedule (collaboration with PMs)
- Support/coach end-users and champion in the testing process
- Adhere to Quality Assurance frameworks/standards; and contribute to their enhancement
- Any other duties as required

## Selection Criteria (Job Specific Skills, Knowledge & Qualifications, Experience)

### Qualifications

- Tertiary qualifications in computer science, information technology or quality assurance (Essential)
- ISQBT or comparable certification (Desirable)

### Experience

- 3-5 years of experience in testing of technology projects (Essential)
- Test automation scripts (planning, design, execution & reporting) – Essential
  - Jira & Xray (Essential)
  - Multiple device types
  - Variety of solutions e.g. web sites/portals, integration interfaces (.Net/Azure) and data related projects.
- A formal testing lifecycle/methodology/protocol (Essential)
- Technology projects involving multiple vendors (Desirable)
- Salesforce or other CRM implementation experience (Highly Desirable)

## People Management Capabilities – Team Member/Specialist

Please see [link](#) to the capability requirements for this role.









**SEARCH FOR  
COMPASSIONAU**

**COMPASSION AUSTRALIA**

PO BOX 1, HUNTER REGION MC NSW 2310  
Phone: 1300 22 44 53 | Fax: 02 4935 5099  
ABN 67 001 692 566

**[compassion.com.au](http://compassion.com.au)**

Christ-centred | Child-focused | Church-based