

REGIONAL BUILDING DEPARTMENT
Mid-Level Software Tester
Job Description

Job Title:	Mid-Level Software Tester	Department:	9812 IT
Reports To:	IT Manager	Classification:	Non Exempt
Pay Scale:	\$30.45 - \$36.54 D.O.E.	Job Type:	Full Time
Benefits:	Medical, dental, vision, paid vacation, paid sick leave, retirement plan.		

Position Summary:

The Mid-Level Software Tester designs, builds and maintains multiple web and Windows based manual and automated tests using industry best practices and Ranorex automated test tool. The Mid-Level Software Tester works frequently with Software Developers and the Business SMEs to determine what needs to be tested given the extent of the change the Software Developer is making. This position will perform the entire series of required tests to include but not limited to: Functional Testing, Regression Testing, and Automated Testing. Work is performed under general direction of the IT Manager.

Supervision of Others: None

Core Values:

- Demonstrates ability to work under pressure with minimal supervision.
- Displays dependability through attendance, follow through and completion of tasks.
- Shows teamwork by cooperating with others, exhibiting a positive attitude and communicating openly, consistently and directly.
- Listens to others.
- Creates satisfied customers by providing exceptional customer service.
- Takes initiative and acts in a responsible manner.
- Shows flexibility within established parameters.

Essential Job Functions:

- Test features for our public website and a Windows based enterprise application.
- Design and maintain website and Windows based application tests using both Azure DevOps and Ranorex to record manual and automated tests.
- Work with developers and stakeholders to gather requirements, functional requirements and break those down into functional tests and regression tests.
- Implement business practices and rules that apply to the presentation of information and data through the public website platform.
- Develop automated tests using various tools for record and playback as well as modifying tests natively in the automation tool.
- Track tasks, features and bugs using Azure DevOps in an Agile SCRUM environment.
- Review test results with developers and stakeholders to ensure accuracy.
- Implement test strategies to maximize return for the business.
- SQL database query development for ensuring DB entries during testing and setting up test data.
- Evaluate and assess testing needs; recommend project priorities.
- Troubleshoot test issues prior to involving development resources.

- Understanding of best practices with CI/CD processes.
- Attend and participate in professional group meetings, stay abreast of new trends and innovations in the field of software testing.
- Perform related duties and responsibilities as required.

Qualifications:

Knowledge of:

- Operations, services and activities of a comprehensive software development lifecycle.
- Modern testing technologies.
- SQL queries in the course of test verification and data manipulation.
- Knowledge of Ranorex testing a plus.
- Azure DevOps and pipelines a plus.
- Mobile app testing a plus.

Ability to:

- Establish and maintain effective working relationships with those contacted in the course of work. This will include immediate supervisor, supervisors of other departments, and regular employees.
- Work directly with the supervisor or employee who is either requesting a system change or having a technical problem. Not all requests will be filtered through a department supervisor.
- Work alone for extended periods of time with minimal supervision; work as part of a team.
- Work with other members of the IT department to coordinate major system changes or upgrades.

Experience and Education:

Three to five years of increasingly responsible testing experience. Must possess strong knowledge of testing methodologies and technologies. Familiarity with electronic equipment, Internet applications and security may also be required. Need good communication skills because this position requires frequent interaction with RBD staff.

Physical Demands and Work Environment:

The employee frequently is required to sit; stand; walk; stoop or kneel; crouch or crawl; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; for extended periods of time. May have to climb ladders or flights of stairs or crawl around in tight spaces. While performing the duties of this job, the employee is regularly required to talk or hear. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Office environment; exposure to computer screens.

This job description is not intended to be inclusive of all functions, responsibilities and qualifications associated with the position, however, representative of the essential job functions and typical criteria considered necessary to successfully perform the position.

Equal Employment Opportunity/Affirmative Action Statement:

The Department is an Equal Employment Opportunity/Affirmative Action employer. The Department will not tolerate unlawful discrimination against any employee or applicant because of race, color, creed, national origin, ancestry, sex, age, religion, disability, sexual orientation, genetic information, marital status, or retaliation for engaging in protected activity.

Americans with Disabilities Act Compliance:

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, the Department will not discriminate against individuals with disabilities on the basis of disability in its services, programs, or activities. The ADA requires the Department to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

NOTE: A Board of Commissioners independently governs the Pikes Peak Regional Building Department.

Employee Signature

Review Date

Employee Print Name