

Jane Smith

Graduate test analyst

AREAS OF EXPERTISE

Test plans

Defect resolution

Test scripts

QA methodologies

Testing tools

First line support

Resolving user issues

Clearquest & remedy

Execution of test scripts

PROFESSIONAL

First Aid

Polish

PERSONAL SKILLS

Listening

Attention to detail

Communication skills

Technically minded

PERSONAL DETAILS

Jane Smith
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DOB: 08/12/1988

Driving license: Yes

Nationality: British

PERSONAL SUMMARY

A competent and determined graduate with experience of testing software for durability as well as computer bugs. Able to perform detailed testing of fixed, mobile and contact centre customer applications to agreed standards, ensuring client satisfaction and acceptance.

Presently looking for a suitable graduate test analyst position with a reputable and forward looking company.

ACADEMIC QUALIFICATIONS

BA (Hons) Computer Science 2:2
Derby University 2007 - 2010

ISEB Foundation Certificate in Software Testing

A levels: Maths (A) English (A) Geography (A)
Central College 2005 - 2007

WORK EXPERIENCE

Salford Accountancy Firm – Coventry

ACCOUNTS ASSISTANT June 2010 - Present

Responsible for all day-to-day aspects of system testing on projects. Involved in the testing of application capabilities using a secure, resilient, and scalable methodology. Producing system test deliverables to agreed timescales, budget and quality.

Duties:

- Attending development project meetings with developers and end users.
- Assisting in the preparation of test plans and test scripts.
- Manual testing of front and back end systems covering the full lifecycle.
- Delivering UAT activities working on large scale projects with complex data.
- Creating test scenarios.
- Involved in creating and designing a test environment.
- Ensuring progress reporting requirements are met.
- Providing feedback to the development team.
- Providing estimates to senior managers.
- Manage the prioritisation and reporting of defects.
- Providing material for written status reports by the Test Manager.
- Escalate project exceptions to the Project Manager.

KEY SKILLS AND COMPETENCIES

- Knowledge of defect management & administration.
- Experience writing formal test documentation.
- Excellent organisational and co-ordination skills.
- Strong interpersonal skills and customer facing presentation qualities.
- Having a thorough understanding of structured test methods & processes.
- Experience of testing complex user interfaces.
- A understanding of both Manual and Automated Testing.
- Knowledge of QA Run or Winrunner.
- Able to plan test activities including logging, tracking and resolution.
- Experience of working with development teams on build and release management processes.

REFERENCES – Available on request.

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