Job Title: **Tester**

Location: **Any Care Inspectorate Office**

Responsible to: **Lead Tester**

Principal Working Contacts:
Executive Director of IT and Digital Transformation
Digital Transformation Team
Operational Testing Volunteers
Care Inspectorate Colleagues
External Agencies / Service Providers

Job Purpose

To support the Digital Transformation team by testing stories through each sprint to make sure that testing is well defined, planned and executed.

To create end-to-end test plans; executing the plans and managing all activities in the plans to ensure that all the acceptance criteria of new feature development is met to the highest standard of quality.

Key Accountabilities

Operational Management
- Deliver testing to ensure functionality, performance, reliability, stability and compatibility with other legacy and / or external systems.
- Support the Digital Transformation team in defining user stories, adding them to the backlog, and helping the team define the criteria that must be met for each story to be considered "done."
- Interact with the product owners (colleagues and stakeholders) ensuring that everyone is aligned with the functional and non-functional tests the user story will have to pass.
- Assist the Digital Transformation Team to estimate the scope and size of the testing effort for each user story.
- Identify test requirements from user stories, map test case requirements and design test coverage plan.
- After each sprint, support the Business Analysis team to review and update the estimates of upcoming user stories based on the team's experience from the previous sprint and re-plan upcoming sprints based on the new estimates.
- Work closely with the Developers in the design of the software to assess and advise on testability aspects.

- Take responsibility for considering whether software testing can be automated, whether components can be tested independently from the rest of the package, and how much information is written to the log files.
- Assist the Digital Transformation Team to design and execute automated and manual tests, including exploratory testing. As testing is infused throughout the development process, be responsible for testing at the component and API level, as well as at the end-to-end and feature level and non-functional requirements such as security, reliability, maintainability, scalability, usability.
- Ability to use a range of tools such as Testrail, SQL to investigate and record test findings
- Where appropriate, fix and verify bugs within the same sprint.
- Ensuring up to date knowledge of systems, policies, methodology and working practices of the organisation to ensure that testing is appropriate and in line with business needs.
- Identify and implement on-going improvements to both the testing and release processes to ensure compliance with industry recognised best practice.

People management
- Demonstrate commitment to the safety and security of the Care Inspectorate's data, information systems and devices.
- Promote the health, safety and welfare of employees, with responsibility for ensuring that the Care Inspectorate health and safety policies, procedures and practice and legislative requirements are met across the team.
- Carry out your duties in accordance with our Health and Safety policies, procedures, guidance, practices and legislative requirements, taking reasonable care for your safety and that of others who may be affected by what you do or fail to do while at work
- Promote diversity, equality of opportunity, fairness, dignity and trust, ensuring that these principles are upheld across all areas of service delivery.

Relationship Management
- Attend and contribute to daily stand-up meetings, sharing the obstacles that will prevent you from making progress as a tester on the team, enlist the help of the team to remove them.
- Work collaboratively with developers, product owners and stakeholders to identify and fix problems as quickly as possible to ensure the team provide working software at the end of the sprint.
- Support members of the team who require assistance in completing a user story that hasn't progressed as planned.
- Develop a productive working relationship with colleagues and customers.
- Providing training in the use of new and updated ICT systems where appropriate.
- Ensure effective working protocols in accordance with the Care Inspectorate's Communications, Human Resources, Finance, ICT and Operations function.

- Project a professional image for the Care Inspectorate and the Business Transformation Team when dealing with colleagues and external stakeholders.
- Demonstrate enthusiasm for delivering excellent customer service.
- Demonstrate a commitment to the Care Inspectorate's aims, vision and values and to the Care Inspectorate's overall objective of improving care in Scotland.

Other Duties

This job description is a broad picture of the post and is not an exhaustive list of all possible duties. It is recognised that jobs change and evolve over time. The post holder will therefore be required to carry out any other duties to the equivalent level that are necessary to fulfil the purpose of the job, and to respond positively to changing business needs.