



Job Title: Test Analyst – 3 Month Internship
Location: HQ, Howbery Park, Wallingford, Oxfordshire.
Responsible to: QA Team Supervisor
Reason for Vacancy: New Position

ABOUT THE ROLE

We are looking for a Test Analyst – Intern to join a team of 4 software testers. The test team is integral to the web and application part of our business and works alongside the Development, IT Support and Account Management teams at GTI to provide around 100 recruitment and event/interview management systems for a range of corporate and university clients.

This role is an excellent opportunity for candidates looking to gain experience in an IT testing environment, or someone who already has some experience of IT systems and sees this as an opportunity for development. No specific testing experience is necessary as full training will be provided, but an active interest in IT is essential. Working within a small testing team means there is the opportunity to take ownership of projects throughout the full software development lifecycle. The portfolio of GTI's clients ensures the work remains varied. You could be working on anything from application tracking systems for FTSE 100 companies; to our careers websites; or to systems used by career services at top 20 UK universities.

MAIN DUTIES AND RESPONSIBILITIES

Working as part of a team, you will be responsible for:

- Providing software testing for a range of systems and websites through the development lifecycle
- Executing the testing methodically to evaluate software quality against set criteria
- Prioritising daily workload according to pre-defined criteria
- Reporting issues in agreed format
- Tracking tickets and actioning as needed
- Conducting error investigations using exploratory testing techniques
- Inputting into the documentation/requirement review process
- Working closely with stakeholders (developers, account managers, support) to ensure requirements are understood and key issues are flagged in a timely manner
- Ensuring high levels of quality throughout our products to maintaining a high user experience of using our software

ESSENTIAL SKILLS

- Excellent attention to detail
- Able to take a methodical and logical approach to work
- Able to multi-task
- Communicate effectively and precisely both in writing and verbally
- Manage own daily priorities and workload
- Able to work independently and as part of a team

- Adapt and learn new skills and technologies and apply that knowledge
- Able to work as part of a team to share the workload and achieve project and team goals
- Able to use own initiative to investigate issues
- Competent user of a Windows PC, Word, using a variety of websites
- GCSE English and Maths C grade or equivalent

DESIRABLE SKILLS

- Previous experience using IT in a learning or workplace environment
- Basic familiarity with Excel
- Experience using different web browsers (e.g. Internet Explorer, Firefox, Chrome or Safari)
- Able to assess risks and make informed decisions

SALARY AND BENEFITS

- 3 month temporary role from June/July 2019, with possibility to extend
- Monday to Friday 9.00am – 5.30pm
- Salary - £8.25 per hour for the duration of the contract
- 25 days holiday pro rata for the duration of the contract