

Job Title: Test Leader	
Job Evaluation Number	C193

JOB DESCRIPTION

Job Title: Test Lead	Location: Kidlington or Southampton
Job Family: ICT	Role Profile Title: BB3 Police Staff
Reports To: Test QC Manager	Band level: 3S
Staff Responsibilities (direct line management of): Nil	

a. **OVERALL PURPOSE OF THE ROLE:** Defines the role, put simply, why it exists

The overall purpose of the role is to: Lead on all testing capabilities for specific pieces of work including estimation, planning, test preparation, test execution, reporting and defect management activities along with the production of associated test artefacts.

b. **KEY ACCOUNTABILITY AREAS:** Define the important aspects of the role for which the job holder is responsible for results or outcomes

The key result areas in the role are as follows:

1. Lead on all testing capabilities for specific pieces of work including estimation, planning, managing and reporting activities along with the production of associated quality test artefacts to ensure that the fundamental test process is followed.
2. Define and agree the scope of testing, acceptance criteria and timeframe with all stakeholders prior to test execution to ensure accurate progress reporting.
3. Design, implement and execute testing within agreed timeframe ensuring that the overall agreed test objectives are met.
4. Ensure all tests are to the appropriate standard, documented and reviewed prior to execution, with all execution recorded for audit and potential reuse.
5. Ensure that all testing deviations are logged, reviewed and progressed with overall responsibility for defect management in order to deliver quality solutions and support risk management.
6. Advise and support business users in the planning and delivery of User Acceptance Testing (UAT) to ensure that testing standards are maintained.
7. Responsibility to work with multiple project managers to deliver overall testing capabilities into multiple projects to both Thames Valley and Hampshire customers.

c. **DIMENSIONS:** Include matters such as key result areas that make the greatest demands on the role holder, seasonal pressures, items processed, the number of customers and/or level of authority to make financial decisions or commit other resources.

Further Comments:

Works closely with Test QC Manager, Test Analysts and other project and ICT staff, including coaching and mentoring of staff. Leading the delivery practice, focusing on complex problem solving and influencing senior team members. Have expert technical understanding and provide advice to project teams.

Works under general direction with a clear framework of delivery, plans own work but has substantial responsibility and autonomy. Seen as a subject matter expert on testing on testing but

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liaises with the Business subject matter expert to ensure that the business requirement is met and the system is fit for purpose.

Receives work in the form of specific objectives and can manage project test staff by objectives.

Works on numerous projects at the same time following the fundamental test process, including estimation, planning, test execution and closure activities.

d. CHARACTERISTICS OF THE ROLE

Expertise: Concerned with the level of administrative, professional and/or technical expertise (knowledge and skills) needed to perform the role effectively; may be acquired through experience, specialised training, and/or professional or specialist education and training.

<i>The knowledge or skills required in the role are as follows (essential or desirable):</i>	<i>E/D</i>
1. Expert in functional testing. Ability to advise on up-to-date functional testing techniques and assess / peer review the work of others. Ability to coach and mentor others whilst writing test approaches for major projects and provide guidance on risk approaches. Can devise new test techniques and provide recommendations.	E
2. Expert in test analysis. Able to analyse and collect information and evidence, identify problems and opportunities and ensure recommendations fit with strategic business objectives. Able to communicate recommendations persuasively to key stakeholders and identify the simplest approach from a variety of approaches. Able to solve complex problems applying logical reasoning.	E
3. Must have capability to travel to different locations across both Forces and undertake all assignments in a timely manner. Due to the requirement to work flexibly, unsocial hours and personal safety for lone working; public transport may not be available or suitable at these times. For this reason a full UK driving licence is considered essential. *	E
4. Working understanding of non-functional testing. Able to design and execute non-functional test cases using standard testing techniques, in instructed environments. Able to come up with different business scenarios for a feature, working with others in the team	D
5. Practitioner level of technical breadth. Has a good working knowledge of different tools and techniques and can train others. Able to advise others on testing techniques and frameworks. Able to research, plan and train others within the team.	D
6. Good range of skills in ICT technologies, business knowledge and project management techniques. Including knowledge of product development, testing and deployment life cycles.	D
<i>Additional comments:</i> * At interview, candidates will be asked to confirm their willingness to undertake this Basic Driving Assessment, which in turn will enable the use of a police authorised vehicle.	