

About the Company: 360Facility is a leading provider of “Software as a Service” (SaaS) Facility Management and IT Help Desk software. 360Facility is committed to excellence, respect, integrity, and open communication. We are seeking team members who possess similar values and want to be part of a fast growing company.

Objective: The candidate will have dual roles within 360Facility:

The QA role will include day to day testing of product updates and releases and creating QA deliverable documents such as Test Plans and post production documentation. The QA Analyst will be responsible for coordinating scripting needs within the QA team to maintain a comprehensive regression testing library. It is anticipated that 90% of work will be related to this role.

The Software Release Manager role will be responsible for the successful deployment of production code to production environments. This is a “backup” role to the existing deployment manager and the use of these skills will be on an as needed basis only. The candidate must be able to complete production rollouts independently and must have experience performing code migrations (see responsibilities below).

The candidate will report directly to the Director of Product Development.

Responsibilities

QA ROLE (Primary)

- Will be sole tester assigned to a project and must review requirements/specification documents and then proactively seek any additional information from the project managers, business analysts, and developers in order to successfully design test plans and test cases.
- Define and implement test strategy and test planning for all assigned projects.
- Develop and execute test plans and scripts for new/enhanced products.
- Analyze test case results and document issues in tracking software.
- Work with the development team to determine the appropriate solution for addressing software anomalies or implementing improvements.
- Assist in creating and maintaining a library of comprehensive regression scripts.
- Identify, investigate, report and track defects to closure.
- Identify, recommend and implement tools and processes to enhance the effectiveness of quality assurance and testing strategies.
- Maintain appropriate archival of QA documentation (e.g. testcases, test results, test data, etc.).
- Quickly acquire/retain knowledge of complex developed applications and business processes.
- Other assigned duties as required.

Software Release Manager

In addition to QA responsibilities, the candidate will be the “backup” person responsible for the migration of code from our test and User Acceptance environments to our production environments. While considered a backup role, the user must be comfortable with performing migrations independently with no supervision and will require some technical knowledge and familiarity with Team Foundation Server. The candidate must have:

- Experience deploying code to internal and production environments
- Strict attention to detail
- Availability during off business hours, nights/weekends and holidays may be required from time to time
- Experience with Windows Server 2008 and 2003, Internet Information Services, (IIS). Version 6.0 or higher, Microsoft SQL Server 2008

Core Competencies:

- Technical Expertise
 - Experience in preparing Test Plans, Scripts and Test Cases for Web-based applications.
 - Well versed in utilizing automated testing tools.
 - Technical writing skills to effectively communicate with customers, PM’s and developers.

- See Responsibilities above for Software Release Manager
- Team Work
 - Effectively interact with Project Managers, Developers and Business Analysis on a day to day basis to resolve issues and develop testing strategies.
 - Collaborative skills to leverage the internal team to deliver complex solutions.
- Communication
 - Facilitate and lead requirements elicitation discussions
 - Interviewing skills – ability to talk with individuals and groups about their needs and ask the right questions to surface essential requirements and enhancement information.
 - Build a strong line of communication and process between QA and BA department.
 - Interpersonal skills to negotiate priorities and resolve conflicts among project stakeholders
- Leadership
 - Manage and build the QA department from the ground up.
 - Identifies opportunities for improvement and makes constructive suggestions for change.
 - Facilitate problem resolutions and mitigate risks.
- Client Management
 - Facilitate positive customer relations
 - Communicate effectively with client regarding enhancements and testing.
 - Work with Project Managers to prioritize client needs, solutions, bugs, and processes.
- Innovator
 - Continually seek out best practices to build a solid QA department.
 - Identify new testing tools and automation processes.
 - Seek out additional training and education for personal development.

Requirements:

- Must be authorized to work in the US and relocation is not available (unable to consider candidates on a work visa)
- BA degree in CIS, MIS or related area of study or equivalent work experience.
- 3+ years of professional QA experience in IT (web based application industry) or Facility Management.
- Experience with automated testing toolsets a plus
- Experience with releasing code in an Agile Development Environment.
- Expert in all phases of QA/Testing life cycle, including requirements gathering, risk analysis, testing, defect tracking, management, reporting and validation.
- Experience developing web-based applications with .NET helpful.
- Extensive experience being solely responsible for the creation and execution of functional test plans and test cases from start to finish, proactively seeking information required to complete test design, as well as develop and execute test cases.
- Proven experience in testing SQL, Java, .Net, and ASP applications.
- Exposure to formalized QA processes, methodologies and standards.

SKILLS:

- Skilled in problem solving and analytical reasoning.
- Good written and oral communication skills are required.
- Capable of working independently and able to manage large projects with minimum supervision.
- Strong documentation skills are necessary.
- Demonstrated ability to perform multiple tasks with accuracy and attention to detail.
- Takes ownership of assigned tasks and holds oneself accountable for its success.

If you meet the requirements and are a qualified contact mbechtel@360facility.com.