



PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION FOR THE POST OF ASSISTANT DIRECTOR (QUALITY ASSURANCE) (LUMP SUM RS. 75,000/-) IN PUNJAB LAND RECORDS AUTHORITY CASE NO (73H2021).

MAIN RESPONSIBILITIES AND TASKS

1. Review and analyze user stories to determine reasonability, testability, resource requirements.
2. Should have test to break attitude.
3. Provide work estimates for testing user stories and should be able to participate in sprint planning.
4. Highly collaborative and proactive and be able to give/receive critical feedback.
5. Solid ability to take ownership and initiative.
6. Estimation, planning and control of QA activities.
7. Should be able to Document test results, create/update requirements and test plan documentation as needed and communicate any significant issues identified during quality assurance activities in a timely manner.
8. Should be able to assist in bug regression, step by step troubleshooting and problem isolation.
9. To be actively involved with the testing and validation of the software.
10. Ensure testing is on schedule and in line with the processes.
11. Review requirement specification documents and software design specification documents and develop a comprehensive understanding of testing requirements.
12. Communicating with Team member to streamline the execution of test plans and processes with them.
13. Must have experience in Web/Mobile application testing.
14. Test Cases and test data creation against business needs.
15. Boundary value analysis & equivalence partitioning.
16. Bug tracking and resolution via bug tracking software (Taiga, Redmine, Trello, and JIRA etc.)

REQUIRED QUALITIES/DISPOSITION AND PRIORITY OF PERSONALITY TRAITS

1. Administrative Ability.
2. Communication Skills.
3. Financial Responsibility.
4. Decisiveness.
5. Writing Skills.

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