

## **Job Description**

The primary responsibilities of the **Quality Assurance Analyst** include:

- Testing systems to ensure product quality
- Creating and documenting testing procedures and associated errata
- Working with development and other departments to improve products
- Assisting with transitions of products to other departments
- Documenting known issues and risk areas
- Reporting status of all assigned projects
- Other duties as directed by the QA Manager

Initially, Employee will be expected to learn and, within time periods provided to you by your manager, demonstrate proficiency with the following critical-path technologies:

- Application QA
  - Core product functionality
  - Product usability including, but not limited to, performance and compatibility
  - Products meet critical line of business needs
  - Documentation including, but not limited to, bugs, changes, risk areas, etc.
- Tools and Environments
  - Microsoft SQL Server 2000/2005/2008
  - Visual Studio .NET IDE
  - Microsoft Visio
  - Microsoft Reporting Services
  - Internet Information Services
  - Microsoft Windows Operating Systems (incl. server OS)
  - Other development platforms as adopted by Tech Results, such as Flash, XML / XSLT
  - Unit Testing Tools
  - Automated Build Tools

This list is subject to change as new technologies and environments become available or necessary for completion of new contracts. However, the initial set of systems Employee will be expected to interact with successfully and with demonstrable expertise is described above.

Additionally, Employee will be expected to become proficient in other applications necessary to perform the job duties outlined above including, but not limited to, Microsoft Word, Microsoft Excel, Microsoft Outlook and SnagIt.