1.800.333.1566
1.270.753.2150
info@its-training.com
120 Max Hurt Drive • Murray, KY 42071

# Position Description

## Quality Assurance Engineer

**Reports to:** QA Engineering Manager

### Position Summary

The QA Engineer role focuses on ensuring software quality through systematic testing, automation, and quality process implementation. This position is responsible for developing and executing test strategies while collaborating closely with development teams.

### Key Expectations

A. Technical Skills & Development
B. Collaboration & Communication
C. Team Contribution & Impact
D. Mentorship & Learning

### Responsibilities

***A. Technical Skills & Development***

- Maintains high standards for test coverage
- Follows established testing processes
- Contributes to test automation efficiency
- Supports continuous integration testing
- Demonstrates understanding of ITS products and procedures through thorough documentation of testing activities
- Builds expertise in testing tools and methodologies
- Learns automation frameworks and programming skills
- Maintains currency in quality assurance best practices
- Participates in team knowledge sharing / collaboration
- Develops deep understanding of ITS products, clients and procedures

***B. Collaboration & Communication***

- Documents test cases and test results clearly
- Reports on defects with detailed reproduction steps
- Communicates testing progress and blockers effectively
- Collaborates with developers on issue resolution
- Actively participates in team meetings and planning sessions

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### *C. Team Contribution & Impact*

- Ensure quality metrics are achieved for specific features, applications, implementations, etc.
- Contributes to team test automation efforts
- Contributes to team test documentation and test cases
- Participates in quality metrics tracking
- Supports release testing and validation
- Consistent and timely execution of test plans
- High-quality bug reports and documentation
- Expanding automated test coverage of ITS products
- Effective collaboration with development team
- Consistent and timely follow up with QA Manager/Leads on critical defects

### *D. Mentorship & Learning*

- Developing advanced automation skills and framework design capabilities
- Taking ownership of testing for major features, applications, implementations, etc.
- Building mentoring skills through supporting new team members
- Gaining expertise in performance testing methodologies
- Leading test planning and strategy discussions for significant features
- Contributing to testing process improvements and automation initiatives
- Developing deeper understanding of CI/CD practices and tools
- Improving technical communication and documentation skills
- Demonstrating mastery of ITS Products and processes

## Education & Experience

1. Bachelor’s degree in computer science or information systems, or an equivalent combination of education and relevant experience (bachelor’s degree preferred).
2. Proficient in test automation frameworks and tools
3. Understanding of software testing methodologies
4. Basic programming and scripting skills
5. Knowledge of bug tracking and test management tools
6. Familiarity with CI/CD processes

*This job description does not restrict management's right to assign or reassign duties and responsibilities at any time.*

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