Test Analyst

Position Details

Reports to: Team Leader Test Analysts

Location: Royal New Zealand Police College

District/Service Centre: Service Delivery

Shift work/non shift work: non shift work

Group: Information & Communications Technology Service Centre

Remuneration range: Band G

PHPF Level Purpose: Individual Contributor

Employee Type: Police employee

Direct reports: Nil

Delegated financial authority: N/A

Context

New Zealand Police is the lead agency responsible for reducing crime and enhancing community safety. We work in partnership with individuals, communities, businesses and other public sector agencies to achieve our vision to have the trust and confidence of all.

Purpose

The purpose of Service Delivery is to transform our service delivery to achieve Our Business.

To support the delivery of these outcomes the Test Analyst will test and analyse ICT systems with NZ Police and report on quality and suitability in alignment with ICT strategy and architecture.

The purpose of this role is to deliver (or enable others to deliver) Our Business.

Information and Communications Technology Service Centre Group

When it comes to protecting the community, service is everything. At the New Zealand Police, we're leading the world in using technology to ensure that our service to the New Zealand public is all it can and should be. By doing this we provide the right technology in the right way to support Police operations and strategies.

The ICT function within Police is delivered by the Information and Communications Technology Service Centre Group (ICT) and consists of the following teams, working together collegially to deliver on the performance expected by a modern policing operation:

- Business Enablement whose mission is to align ICT to Police strategy, resources and market capability.
- Service Operations whose mission is to ensure that ICT services work for Police operations.
- Information Management and Assurance whose mission is to balance opportunities and risks.
- Technology Development whose mission is to deliver solutions that meet Police's operational needs.

The Technology Development Group develops the business process and technology capability required to meet Police needs and to deliver to the Police Information and Systems Strategy and Roadmap (ISSR). The technical functions and business services included in Technology Development are:

- Systems and business analysis;
- Development of core Policing systems including the National Intelligence Application;
- Business Intelligence and Corporate systems such as Finance and Human Resources;
- Mobile application development;
- Management of information sharing between Police and agency partners;
- Infrastructure development including, Computing, Data Networks, Radio and Voice;
- Project management practice; and
- Testing practice.

Accountabilities

1. Be safe and feel safe

- Understand the hazards in your work area and eliminate or minimise the associated risk.
- Report all accidents, incidents and near misses in MyPolice in a timely fashion.
- Actively participate in Wellness and Safety initiatives and training.

2. Service delivery

- Undertakes test preparation activities including analysis, creation of test artefacts and test environment needs.
- Undertakes test execution activities including recording and evaluating results, and defect reporting and management.
- Undertakes test reporting activities including coverage, progress, anomalies, risks and issues, results, and test completion.
- Creates and maintains test regression and test automation artefacts.
- Documents and populates test related information into the Test Practice Knowledge Management Repository.
- Works in partnership with strategic partners and other organisations in the delivery of testing services.

3. Relationship management

- Develops technical networks and effective working relationships with other technical teams e.g. Developers, Business Analysts, Project Managers and Test Leads and consults with relevant stakeholders where necessary.

4. Technical skills

The following SFIA technical skills are required for this role:

- Testing (TEST) - The planning, design, management, execution and reporting of tests, using appropriate testing tools and techniques and conforming to agreed process standards and industry specific regulations. The purpose of testing is to ensure that new and amended systems, configurations, packages, or services, together with any interfaces, perform as specified (including security requirements) , and that the risks associated with deployment are adequately understood and documented. Testing includes the process of engineering, using and maintaining testware (test cases, test scripts, test reports, test plans, etc.) to measure and improve the quality of the software being tested.
    - Level 3 - Reviews requirements and specifications, and defines test conditions. Designs test cases and test scripts under own direction, mapping back to pre-determined criteria, recording and reporting outcomes. Analyses and reports test activities and results. Identifies and reports issues and risks associated with own work.

- Quality assurance (QUAS) - The process of ensuring that the agreed quality standards within an organisation are adhered to and that best practice is promulgated throughout the organisation.
    - Level 3 - Uses appropriate methods and tools in the development, maintenance, control and distribution of quality and environmental standards. Makes technical changes to quality and environmental standards according to documented procedures. Distributes new and revised standards.
- Systems integration (SINT) - The incremental and logical integration and testing of components and/or subsystems and their interfaces in order to create operational services.
    - Level 3 - Defines the integration build and produces a build definition for generation of the software. Accepts software modules from software developers, and produces software builds for loading onto the target hardware from software source code. Configures the hardware environment, produces integration test specifications, conducts tests and records the details of any failures. Carries out and reports fault diagnosis relating to moderately complex problems.
- Business process testing (BPTS) - The planning, design, management, execution and reporting of business process tests and usability evaluations. The application of evaluation skills to the assessment of the ergonomics, usability and fitness for purpose of defined processes. This includes the synthesis of test tasks to be performed (from statement of user needs and user interface specification), the design of an evaluation programme, the selection of user samples, the analysis of performance, and inputting results to the development team.
    - Level 4 - Specifies and develops test scenarios to test that new/updated processes deliver improved ways of working for the end user at the same time as delivering efficiencies and planned business benefits. Records and analyses test results, and reports any unexpected or unsatisfactory outcomes. Uses test plans and outcomes to specify user instructions.

Additional Requirements

For selection purposes, candidate suitability will be considered in relation to:

1. potential to perform well in the position, given a reasonable period of time for familiarisation and/or training.
2. personal attributes and temperament relevant to the position.
3. general health which will allow for the performance of all duties and functions of the position (for constabulary employees a current PCT is an indicator of general health).

Pre-Employment Checks

- A non-core Children's Worker security check is required.

Qualifications

- ISTQB foundation certification or equivalent experience desirable.