**Job Title**: Software Tester

**Department:** Digital

**Reports to:** Testing & Quality Assurance Lead

**Direct Reports:** None

**Location:** Rotationally onsite

**Contract Type:** xxxxxxxxxxxxxx

**Grade:** xxxxxxxxxxxxxx

**Main purpose of the job**

Support the design and build of test cases, test scripts/procedures, and define expected results to meet the test scope coverage criteria to ensure software is fit for purpose.

**Responsibilities**

**Specific**

* Work with the QA and Test team to design and build tests to achieve testing coverage
* Conduct a range of different software test types within the broad categories of functional and non-functional testing.
* Record and interpret test progress and results
* Demonstrate good problem solving skills
* Participate in training and development activities to gain hands-on experience and relevant qualifications
* Undertake any other duties as requested.

**General**

* Act in line with the behaviours and values of the organisation
* Manage your own performance to be accountable for meeting individual, team and corporate objectives
* Act in accordance with the Scheme of Delegation and ensure propriety and regularity in the handling of public funds
* Actively demonstrate the Mining Remediation Authority’s customer service standards expected of your role
* Follow and contribute to the improvement of operational and team processes and procedures
* Assist with the preparation and delivery of the team’s objectives, budgets and financial records
* Identify opportunities and implement change leading to team development, system improvement and ensuring good value for money
* Maintain and develop positive stakeholder relationships in order to promote the Authority and assist it to meet its objectives
* Support research and development projects
* Ensure that the Mining Remediation Authority’s statutory responsibilities are effectively discharged
* Carry out any further reasonable requests from your line manager

**Person specification**

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| **Job Title:** Software Tester **Department:** Digital |
|  | **Essential** | **Desirable** |
| **Qualifications and Training** | * GCSEs at Grade 5 and above including Computer Science, English and Maths
* A level at Grade C or above (or equivalent) in Computer Science or Maths
* Willing to work towards a Level 4 Qualification in Software Testing
* Willingness to learn and develop new skills.
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| **Experience and Knowledge** | * Knowledge and interest in code development and quality with a view to developing a career in Quality Assurance and Testing
* Experience of using Microsoft suite of applications , including Outlook and Teams
 | * Familiarity with languages such as Python or Java
* Participation in Coding Bootcamps or academic projects that demonstrate problem-solving, coding and testing abilities
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| **Skills and Abilities** | * Excellent organisational skills, with the ability to work accurately to a high standard and at pace
* Demonstrable skills in written & verbal communication
* Resourceful, task focused, able to problem solve and prioritise to meet deadlines
* Good time management skills
* Approaches tasks with energy and enthusiasm – suggesting and implementing new ways of working
 | * Ability to work under pressure
* Ability to maintain credibility with stakeholders
* Experience of working in a customer focused environment
* Proactive self-starter who takes the initiative to identify opportunities to instigate change
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| **Other** | * Commitment to equality, diversity and inclusion
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| **Our values** | **One Mining Remediation Authority - all of us** | **When you’re leading people** | **When you’re leading work** |
| **Trusted**We act with integrityWe’re open and transparentWe deliver on our commitments | Balance your workload and your wellbeingTake responsibility for your work and its progressMake informed decisions with appropriate guidanceFocus on outcomes, plan work thoughtfully and see it through to deliveryDeliver communication and feedback openly and respectfully, considering your impact, listening and being brave when neededAddress mistakes, identify improvements and suggest solutions | Agree team and individual goals, managing capacity and risk Be visible, approachable and responsive for all the teamMake fair decisions and be open about themTrust others and support them to work to their full potentialHave open conversations to enable the team to thrive Coach often to encourage empowerment  | Set and achieve goals, keeping the purpose and results in mindConsider the impact of the work and who to engage withBe willing to ask for supportRespectfully hold self and others to accountAdapt quickly to emerging information See work through and push through setbacks to deliver the best results |
| **Inclusive**We promote a culture of mutual respectWe recognise that our differences make us strongerWe work with others to achieve our vision | Show courtesy, kindness, empathy and compassion to all Be curious, eager to understand views and accepting of differencesBe yourself, consider your emotional responses and ask for supportBuild strong relationships, showing respect to allRemain respectful under pressureAddress unacceptable behaviour respectfully | Get everyone involved, ask for their feedback, listen, and act on it appropriatelyTake steps to understand others needs and adapt your approach to suit the personShow belief in potential, valuing effort and progress as well as deliveryFocus on team strengths to deliver work Consider the impact of communications, and take ownership of messagesAppreciate and value differences and inspire others to do the same | Consider how your work affects the whole organisation, supporting a ‘one Mining Remediation Authority’ approachUse a broad range of input and diverse views to inform your work Assess the impact of work on diverse groupsCreate a safe space for everyone to contributeUse straightforward, engaging and accessible communication Avoid blame, focus on solutions and learning |
| **Create** **a great place to work** **Work with others to create value Deliver for the communities we serve Ensure sustainability Make us fit for the future** |
| **Our values** | **One Mining Remediation Authority - all of us** | **When you’re leading people** | **When you’re leading work** |
| **Progressive**We’re open-minded and innovativeWe recognise that the past can help us shape the futureWe listen and learn | Aim high and help others do the same Focus on improving, self-reflecting regularlyTake charge of your own developmentTake inspiration and learn from others, valuing alternative approachesRegularly ask for feedback and act on itSeek to understand changes and support the delivery of it Consciously managing time, to balance high standards and paced delivery | Communicate regularly, making time for updatesCelebrate progress and successLearn from the team and tackle challenges togetherFace into and resolve conflict appropriately and empatheticallyInspire others to do their best through support and challengeEncourage development, allow team to try new things and make mistakesGive clear, actionable feedback and support | Spot opportunities and bold solutions, using internal and external insightShare an inspiring vision to build commitmentWork confidently with others to deliver the best outcomes Promote cross-functional communicationsSpot opportunities to develop others and encourage this Ask what’s getting in the way and encourage improvements Welcome and invite feedback and challenge |
| **Create** **a great place to work** **Work with others to create value Deliver for the communities we serve Ensure sustainability Make us fit for the future** |