



**JOB DESCRIPTION**

**EMPLOYEE:**

**JOB TITLE:** **Software Analyst and Tester**

**CONTEXT:** Cresent provides consultancy, training, e-learning and multimedia services predominantly related to health and safety within the global energy sector.

**REPORTS TO:** Project Manager

**PURPOSE:** To ensure that all services and practices within the remit of this position are conducted by the employee in a professional and efficient manner.

**DATE:** **August 2017**

<b>Name:</b>	<b>Signed:</b>	<b>Date:</b>
<b>Signed by Employee</b>		

<b>Name:</b>	<b>Signed:</b>	<b>Date:</b>
<b>Signed for and on behalf of Cresent</b>		

## **COMPANY PROFILE**

Established in 1982, Cresent is an international service company at the forefront of safety and competency support for oil and gas operations around the world. Offering safety consultancy, training, e-learning and a range of safety products, we aim to create a safer workforce in the oil and gas industry. With a focus on the outcome, we can utilise our diverse skills portfolio to meet the exact needs of our clients.

## **PERSONAL PROFILE**

The successful candidate should have at least 3 years professional experience in producing software design specifications as well as testing software in a QA/QC environment with in depth knowledge and experience of the Microsoft .Net Framework. As well as having excellent communication and writing skills, experience of testing in a multi-platform environment (both Windows and Web based applications) is required.

## **KEY OBJECTIVES**

This key role within the Software Product Development Department is responsible for quality control of Project Know How in addition to providing support in relation to Cresent's portfolio of software products.

This role is responsible for creating technical specifications and testing newly developed features, existing software enhancements and patches to ensure consistency of the quality is maintained.

You will lead the quality control of coding standards and conventions including configuration, deployment, documentation and preparation of training materials.

## **MAIN DUTIES**

- Create the technical specification for all Cresent software products
- Prepare and maintain test plans
- Create new testing strategies
- Continuously test all of Cresent's software products to ensure they comply with the technical specification
- Evaluate and test new and modified software
- Provide weekly updates on test progress/issues
- Produce software testing documentation for all Cresent software systems
- Manage and maintain test related documentation, such as release notes
- Log and update bugs via bug tracking software
- Set quality standards to be used in the coding of Cresent's software portfolio
- Ensure quality standards and good practice conventions are adhered to
- QA all functionality to ensure that it complies with the specification
- Keep abreast of new technology to keep the Company at the forefront of technology as described in the Competence Criteria.

- Liaise with Creative Learning, Operations, WorkSafe® Support Services and Business Development team members to ensure continuing progress in all aspects of given duties and responsibilities

## COMPETENCE STANDARDS

<b>COMPETENCE CRITERIA</b>	<b>Status Code</b>		
	<b>M</b>	<b>E</b>	<b>P</b>
<b>Experience</b>			
<ul style="list-style-type: none"> <li>• In-depth understanding and experience of PHP and the Microsoft .Net Framework;</li> <li>• Knowledge and experience of relational database systems;</li> <li>• Knowledge of the C# language, and general principles of Object Oriented programming;</li> <li>• Minimum 3 years experience of web application development on Microsoft (IIS) platforms;</li> <li>• Working competency in the following well-known web technologies; PHP, ASP.NET, JavaScript, HTML5, AJAX, SOAP, JSON</li> <li>• Track record of success through consistently producing work to a high and consistent standard.</li> </ul>	✓		
	✓		
	✓		
		✓	
		✓	
		✓	
<b>Competencies</b>			
<ul style="list-style-type: none"> <li>• Self motivated and able to motivate others</li> <li>• Thorough and methodical</li> <li>• Responsible and conscientious attitude</li> <li>• Good time management skills</li> <li>• Ability to work to strict deadlines</li> <li>• Team Player</li> <li>• Excellent verbal communication skills</li> <li>• Detail orientated</li> <li>• Ability to build relationships with colleagues and clients alike</li> <li>• Diligent record keeping</li> <li>• Committed to completing tasks</li> </ul>		✓	
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<b>Qualifications – Academic</b>			
Degree/diploma level qualification in programming or similar.	✓		
<b>Software Experience</b>			
Comprehensive knowledge of: PHP, ASP.Net, C#, SQL Server	✓		
Familiar with: Visual Studio, use of third party .Net components			✓

### Status Codes

**M** = Mandatory or statutory requirement

**E** = Essential requirement that must be met before a candidate is appointed or takes up full duties of this Job

**P** = Preferred requirement. Candidate may be appointed, with discretion, without full achievement of criterion but the indicated competence should be developed where possible, e.g. through training.

## NOTES

- The duties noted as being the responsibility of the current post holder must not be deemed as an exhaustive list, and can at any time be added to, following discussion with your line Manager. All employees of Cresent, without exception, are expected to be flexible in their attitude towards their work and must also be willing to undertake additional responsibilities, as and when necessary.
- Cresent reserve the right to review this Job Description at any time. Such review will be carried out at least once annually, but more often if it is deemed necessary to do so.
- While carrying out your duties, safe work practices must be conducted by all employees, as a matter of course, at all times. This applies to employees working at Cresent site(s) as well as Client site(s). No exceptions to this will be permitted.