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# Example of Analyst, Quality Assurance Job Description

Our growing company is looking for an analyst, quality assurance. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for analyst, quality assurance

* Manage multiple QA versions of eThority
* Manage virtual machines required to support the QA environments
* Investigate and resolve application functionality related issues
* Assist in managing a relationship for 3rd party application development and programming consultants
* Participate in weekly meetings with the IT network team to discuss progress and issues to be resolved, and report progress on a weekly basis to the Senior Director, Technology
* Participate on IT project steering committees and be involved in the design phase of any new IT software development projects
* Review artifacts across the planning, due diligence, contract management, transition, monitoring/oversight, and termination phases of the third party risk management lifecycle and engaging the required subject matter experts in MUB where necessary
* The TPQA will perform an independent review against a portfolio of moderate/low risk technology third parties, and will validate whether the prescribed process, policy and procedures are adopted and managed in a capacity that minimizes third party risk exposure
* Performs quality evaluations (Email, Chat & Phone) on support cases to ensure that representatives are adhering to policies and procedures
* Partners with the appropriate support managers to deliver timely and appropriate feedback regarding the customer support interaction, including opportunities for improvement providing direct feedback to the representatives to ensure correction, and prevent decline in quality adherence

## Qualifications for analyst, quality assurance

* Experience in testing Business Report developed in Cognos
* Use TOAD, DB Artisan tools to connect to Oracle Database to validate data that is populated by ETL applications
* Understand test Data required to execute the test
* Scheduled the jobs using Auto sys and automated the jobs to be run at specific time and automated the reports
* Awareness of APAC AML/ anti-corruption regulatory and legal framework
* Experience working within an AML (may include Anti-Corruption, Anti-Fraud, and/or Sanctions Compliance, Client Identification) and/or Internal Audit function preferred