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# Example of IT QA Analyst Job Description

Our company is looking for an IT QA analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for IT QA analyst

* Create clearly documented defect reports for anomalies found during test procedures
* Modify test cases scenarios as needed for new and changed products
* Work to expose anomalies and variations between product requirement specifications and implementation through the use of sanity, stress, integration, end-to-end and regression test procedures
* Test and support applications in a global software platform (ServiceNow) and various other corporate systems, tools, and scripts
* Communicate with internal customers in non-technical terms, understand business requirements, and propose solutions
* Document changes and author documentation on software functionality
* Build, maintain, and support applications in a global software platform (ServiceNow) and various other corporate systems, tools, and scripts
* Proactively learn and understand existing platform and proposed new feature requirements
* Employ best practices to execute and validate product releases against defined feature and regression test scripts
* Create clearly documented defect reports for anomalies and bugs identified during test execution

## Qualifications for IT QA analyst

* Knowledge of system diagraming tools and documentation techniques
* Knowledge of the System Development Life Cycle phases and products
* Understanding of Project Management concepts and procedures
* Exposure and experience with relational databases and SQL query language is preferred
* Strong understanding how to correctly analyze system functions and recommend appropriate test strategies
* Demonstrates the skill to select appropriate test tools and strategies for a particular effort