Downloaded from <https://www.velvetjobs.com/job-descriptions/it-quality-assurance-analyst>

# Example of IT Quality Assurance Analyst Job Description

Our growing company is searching for experienced candidates for the position of IT quality assurance analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for IT quality assurance analyst

* Prepares test ware
* Provides support in the creation of detailed test plans
* Understands and uses risk-based testing techniques
* Organizes materials and acts as librarian for all quality assurance test scripts, procedures and materials
* Work closely with developers to ensure quick resolution of defects
* Identify test acceptance criteria and coordinate occasional UAT/deployment/training activities
* Will actively participate in all sprint ceremonies
* Review of functional requirements, writing test scripts/scenarios to verify stated and implied requirements, execution of test scripts/scenarios and defect tracking and resolution
* Review requirements, Test Analysis, Test Design and Test Coverage
* Update user stories to include all needed scenarios

## Qualifications for IT quality assurance analyst

* Strong technical aptitude and proven analytical skills required
* Extensive experience in complex troubleshooting and problem solving
* Excellent oral, written, and PC skills are required
* High-level of attention-to-detail to ensure adequate testing at all limits of system specifications
* Ability to work well in a team environment and on multiple tasks simultaneously
* Ability to read and interpret technical materials