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# Example of QA Analyst Job Description

Our innovative and growing company is searching for experienced candidates for the position of 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 QA analyst

* Work with JIRA, Confluence and HP ALM for test case management, defect management, test reporting and other functions
* Ensure timely notification and escalation of possible issues and problems, and provide recommendations for prompt resolution
* Work effectively within the PC QA team and the larger Phone Channel Business Solutions team, supporting other team members in achieving project and business objectives while providing best in class services
* Act as a customer champion to ensure that customer satisfaction is the highest priority quality measure for product
* Workflow testing for 3D modeling application
* Develop the Test Case documents according to the Master Test Plan/Test Strategy
* Become an expert in UA planning systems interfaces, processes, and reporting
* Support the implementation of forthcoming planning systems
* Maintain regression testing scripts
* Assist in development of user and system documentation deliverables

## Qualifications for QA analyst

* Minimum 2 years of experience as an access administrator
* Experience in SDLC and/or SOX quality assurance principles and web systems architecture
* Advanced technical knowledge and analytical skills
* Understanding of the underlying technologies and infrastructure used by the applications supported
* Basic knowledge of investing, finance or accounting
* Five (5) to seven (7) years experience and in-depth knowledge of writing test plans, test cases, detailed test scripts tracking results, defects, resolution and reporting status