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# Example of SQA Analyst Job Description

Our company is looking for a SQA analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for SQA analyst

* Quickly and accurately performs troubleshooting and repair of existing test scripts
* Perform manual testing when automation is not available
* Assists in integrating on-shore and off-shore automation code
* Assists with creation of automation processes and procedures with input from business teams, development, and IT Support
* Develops effective, maintainable code in a timely fashion following established standards and techniques
* Performs scheduled ad-hoc, and emergency tasks within the department's scope
* Provides proper status notifications and updates
* Work closely with business analysts, software developers, and stakeholders in all phases of software development life cycle
* Analyze, review, and validate requirement documents, design documents, and other artifacts
* Design, develop and execute test plans, test cases, and manual and automated test scripts

## Qualifications for SQA analyst

* Deploy updates to batch reporting jobs
* Ability to learn quickly and adapt rapidly
* Schedules daily runs and sequence of daily jobs based on agency priorities
* Ensure deployed environments are compliant with defined best practices
* 4+ years of Server management and operational support
* Working knowledge of Microsoft Office (OUTLOOK, VISIO, WORD, EXCEL, ACCESS), Microsoft SQL Analyzer, Sybase Ec Software, Microsoft VS2010, Oracle SQL, PL/SQL11g, Mainframe Z/390, TSO/ISPF, File-Aid, IBM Utility Programs, ViewDirect, JCL