



Example of Senior Quality Assurance Manager Job Description

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Our innovative and growing company is hiring for a senior quality assurance manager. 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 senior quality assurance manager

- Ensure there is timely reporting of the status of test planning, defects and execution activities using quality metrics and contribute to project readiness assessments
- Strong communication, relationship management and presentation skills
- Ability to work both independently and as an effective team player
- Advanced knowledge of testing and software development practices and methodologies, version control practices and defect management practices, understanding of Test Strategy development, Test Planning, Defect Reporting and Test Case design techniques for initiatives with high complexity
- Proficiency in using MS Office Suite – Excel, PowerPoint, Word and Project
- Advanced understanding of business workflows and ability to understand technical components of key applications
- Experience managing large size teams of testing professionals (typically up to 36 people from both on and off-shore)
- Experience managing the development and implementation of new testing strategies and directives
- Ability to establish effective relationships with different business units, portfolio managers, and project managers
- Strong organizational and time management skills, with the ability to work effectively under time constraints and conflicting deadlines while maintaining accuracy

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- Must be an effective communicator with proven ability to communicate complex information and concepts with clarity
 - Should possess a flexible approach to problem-solving, be an adept negotiator, and be effective in trouble-shooting problems, issues, and/or conflicts
 - Proven ability to establish collaborative working relationships with internal and external stakeholders
 - Strong organizational skills, with the ability to effectively prioritize, manage multiple projects and tasks, and have great attention to detail
 - The ideal candidate is highly ethical, flexible, action- and goal- oriented
 - Good knowledge of relevant computer packages Trackwise or similar