Job Title: QA/ Test Lead
Department: Research & Development
Reports To: Manager, Research & Development
FLSA Status: Non-Exempt

SUMMARY
SDI Media is looking for a QA/Test Lead to work with our R&D department on internal software development projects.
As a QA/Test Lead you will work closely with our application development teams preparing, executing and documenting test plans. You will also be developing automated test scripts to assist in regression testing, and you will assist support staff in troubleshooting and reproducing issues reported by our end-users. You will also be taking part in the release planning and you will be responsible for creating our installation packages.
We are looking for a person who learns quickly, communicates clearly, and enjoys working in an informal but challenging work environment.
If you love to deliver error-free software, have a keen eye for detail and can multitask without losing focus, this is the position for you.

ESSENTIAL DUTIES AND RESPONSIBILITIES
- Prepare, execute and document test plans
- Develop and execute automated test scripts
- Ensure comprehensive coverage of all aspects of tested applications
- Assist support staff in troubleshooting, reproducing and documenting issues
- Provide feedback regarding usability, functionality and bugs to software development teams through bug/issue tracking systems
- Work with development teams to plan releases
- Assist end-user support staff in handling help desk tickets as needed
- Adhere to company policies and procedures
- Perform other related duties, as assigned
- Must work overtime and weekends when needed

QUALIFICATIONS
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Solid automated and regression testing skills
- Ability to meet deadlines and remain organized and detail-oriented
- Self-motivating, self-starting personality
- Excellent verbal and written communication skills
- Knowledge of C++, C Script, or an equivalent scripting language

EDUCATION and/or EXPERIENCE
- Bachelor’s degree or higher in Computer Science or one of similar relevance
- Minimum 3 years experience with software testing a requirement
- Experience with automated software testing a requirement
- Experience creating test planning documentation a requirement
- Experience with bug/issue tracking systems a plus
- Experience with Agile development methodology is a plus
- Experience with installer creation tools a plus