



Lead Test Analyst

Lifeplus manufactures and distributes high quality nutritional supplements direct to customers and generates new sales through referral by its independent associates. Those Associates in turn receive a commission or bonus for the volume of business they generate based on a layered commission structure.

We're looking for a testing superstar to join our PMO Team! Reporting into the Head of PMO, this role forms part of a small PMO team created to help introduce a project way of working to Lifeplus.

The role will be working with stakeholders across 3 sites in the St Neots/Bedford area as well as teams and senior stakeholders based at Lifeplus HQ in the US. Lifeplus colleagues are passionate about what they do so building effective relationships is key. You will be expected to be able to travel to all 3 UK sites as needed.

Overall Summary:

The role will be responsible for creating a lean testing framework for use in both projects and business as usual (BAU). The role is very people orientated; working with colleagues across the business in an entrepreneurial environment, helping embed repeatable testing practice, in a smart and agile way, using plain English to engage. As part of our journey we are rolling out two key project approaches across the organisation; Waterfall and SCRUM. This role will be expected to have hands on experience of both and be happy to help embed understanding of them across the organisation.

The project portfolio is diverse, delivering IT, legal, business process and Marketing changes to help Lifeplus meet continuing growth. Our projects often include implementation of internally developed or 3rd party technical solutions.

Principal Responsibilities:

The Lead Test Analyst will be responsible for;

- Creation of a testing framework for projects and BAU; building on existing practice, processes and artefacts, and creating new areas as required.
- Line management of Test Analyst resource within the PMO Team.
- Providing testing advice and coaching, supported by consistent artefacts and approach, to project teams and stakeholders.
- Understanding the test requirements for each project and implementing a lean Lifeplus approach.

- Working with teams within the business to help and guide them in production of test cases.
- Working with the business to create and manage schedules for test resources to undertake testing.
- Working with the Head of PMO to provide an ongoing review and forecast for project test needs; high level forecasting of heads required and skills & capability needs.
- Providing realistic and pragmatic estimate for test planning and execution.
- Lean practice; when planning testing, reducing the absolute numbers of test cases to the minimum required e.g. Pair wise testing
- Working with US and UK IT teams to set up appropriate test labs.
- Proposing and obtaining agreement for the testing approach depending on the type of project (e.g. software development or disaster recovery).
- Production and execution of Test Plans, Scenarios and Cases as appropriate.
- Management of UAT; communication and co-ordination of users, test case management, logging of defects.
- Analysis and reporting of test activities and results to stakeholders.
- Advising on and implementing a suitable test automation suite.

The Candidate:

- 3 years+ experience as a hands on Lead Test Analyst.
- Excellent understanding and demonstrable experience of various levels of testing within a project lifecycle (Regression, Integration, Web, System, Acceptance, UAT)
- Experience with working with stakeholders that have no experience or understanding of testing.
- Experienced in managing UAT.
- Evidence of relevant certifications (e.g. ISTQB, ITIL).
- Hands on experience working with agile teams on projects using scrum.
- Experienced in writing test scenarios, cases and scripts to desired levels of details to meet time and resources available.
- Experienced in developing test plans and coordinating testing activities between internal business Functions (including technical and change management) and 3rd party teams.
- Excellent communication skills (both written and oral) including the ability to understand, present and explain complex information to a range of audiences.
- Experience of testing for non-software development projects such as, disaster recovery, office moves, changes to Terms & Conditions.
- High level of emotional intelligence.
- Experience of working with global teams.
- A self-starter with the ability to work on own; prioritising and managing time as needed.
- Ability to work across the organisation in a collaborative way to build and strengthen working relationships.
- Be tool agnostic and recommend new processes and techniques to improve the capability of testing that is right for Lifeplus.

Desired Skills:

- Extensive experience with test management tools for recommendation and implementation at Lifeplus e.g. Team Foundation Server, HP Quality Centre, Jira, Selenium, Zephyr, Cucumber.

Working hours Monday to Friday 37.5 hours per week

This list of Roles and Responsibilities is not exhaustive and is not designed to limit or inhibit the way we work or how the role develops, it is intended to be a fluid document and indicates how we currently see the role.

- Please note: The successful applicant will be required to undertake a criminal record check.
- Please advise us in advance if you have any special requirements if you are asked to attend an interview.

(Please note all offers of employment with Lifeplus are subject to satisfactory criminal record check and references)