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| <b>RESERVE BANK OF NEW ZEALAND<br/>POSITION DESCRIPTION</b> |
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| <b>POSITION TITLE:</b> | Test Analyst (Fixed Term – 12 mths) |
| <b>DEPARTMENT:</b>     | Digital Services                    |
| <b>TEAM:</b>           | Technology Delivery                 |
| <b>REPORTS TO:</b>     | Team Lead Test/QA                   |
| <b>JOB EVALUATION:</b> | IT, Band 4                          |
| <b>DATE:</b>           | May 2020                            |

## Introduction

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The Reserve Bank of New Zealand (The Bank) is New Zealand's central bank. Our vision is to be the Best central bank with a Great team. We operate with passion, integrity, innovation and inclusiveness.

Our main objective is to promote a sound and dynamic monetary and financial system and to ultimately raise New Zealand's economic wellbeing.

We undertake a range of activities to meet this objective, including:

- formulating and implementing monetary and financial policy
- licensing and prudential supervision of banks, insurers and other deposit taking firms
- supply and circulation of currency
- operating New Zealand's payments and settlement system

To support these functions we undertake world class research, we actively engage with our stakeholders to promote understanding and trust, we foster co-ordination with other regulators and our global peers, and we recruit talented achievement-focused people. We are aware of the trust placed in us as an institution and seek to lead and influence in areas where we can have a meaningful social impact such as climate change, financial inclusion and regional issues relevant to our central bank mandate.

We welcome people to the Bank from diverse backgrounds, disciplines and experience. We encourage open and inquiring minds and provide a supportive, collegial and flexible team environment. We are invested in each other's success, we are energised and resilient.

We operate in a complex and changing global landscape but are acutely conscious of our heritage and history. Our Te Ao Māori strategy and awareness is a critical lens across all our work.

We are open, always learning. We love what we do and carry out our responsibilities with pride.

Digital Services is a key driver and enabler of change at the Bank. We align technology roadmaps and solutions to the Bank's strategy and objectives, and manage the delivery and ongoing support of technology services for the organisation

The Technology Delivery team establishes and manages Digital Services' delivery frameworks, solution architecture, software development, quality assurance and test frameworks and processes, change and release management, and project management including frameworks and project execution.

### **Role purpose**

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The purpose of the Test Analyst role is to undertake Quality Assurance and Testing including supporting automated test suites for new and existing applications to improve the quality, speed and efficiency of software delivery for the Bank.

### **Key Accountabilities**

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The Test Analyst undertakes IT QA and testing, reporting on progress and significant issues that could affect the quality of deliverables.

### **Quality Assurance (QA) & Test**

- Develop and implement test plans.
- Undertake effective test planning, execution and processes across Digital Services.
- Establish accurate scope and design of testing plans for IT projects.
- Deliver to agreed service levels and metrics which relate to Test and QA processes.
- Utilise standardised test processes across Digital Services.
- Support enhanced product quality in the SDLC through testing.
- Develop the design and build of automated regression, load and performance test suites for existing and new applications.
- Drive quality through continuous integration and test automation frameworks.
- Evaluate and make recommendations on testing tool selection and ensuring test tools and libraries are kept up to date.
- Monitor progress and analyses results of automated tests and report on progress, anomalies and subsequent associated risks to management.

- Manage any defects found in testing, retest fixes and rerun regression tests.

### **Delivery Frameworks**

- Contribute to the establishment of the IT development/delivery framework.

### **Solution Delivery Management**

- Contribute to delivery reporting.

### **Change & Release**

- Contribute to the execution of the IT change process (including CAB).

### **Person Specification**

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#### **Education**

Relevant tertiary level qualification or 4+ years' relevant experience.

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#### **Experience**

Experience of system and user acceptance test planning and management.

Knowledge and experience of how to apply testing disciplines, tools and methodologies to ensure comprehensive coverage, high quality outcomes and efficient processes.

Proven experience developing test plans, execution and processes.

Experience of continuous integration.

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#### **Specific Skills**

Skilled in identifying and delivering high value test solutions and outcomes.

Skilled in writing test plans and preparing test cases.

Skilled in understanding the application of testing disciplines, tools and methodologies.

## Capabilities

### **Strategic thinking:**

We make informed decisions and take considered risks, which incorporate both short and long term factors and are aligned with our Bank Strategic Plan and values. We prioritise activities and make choices which are most likely to enable the delivery of shared goals. We scan the horizon for emerging opportunities and plan current activities with the future in mind.



Strategic

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### **Critical thinking:**

We understand the goals and values of the Bank, set a clear direction and help colleagues to translate strategic priorities into the delivery of specific outcomes, which are informed by evidence and insight. We build confidence and commitment in the way that we listen to the views of others, act on our plans, learn from our setbacks and celebrate our successes.



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### **Collaborative:**

We build effective working relationships with a wide range of internal and external stakeholders to shape the future through creative collaborations and teamwork. We demonstrate the impact of our contribution through regional, national and international partnerships and we work together with our diverse range of colleagues, students and partners to understand their needs and deliver excellent outcomes.



Engaging

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### **Communicating with Impact:**

We build trust and gain buy-in to shared goals through our professionalism, integrity and effective communication skills. We influence and engage others across and beyond the Bank through active two-way dialogue and by promoting a clear and targeted message which positively reflects on our Brand and reputation.



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### **Delivering Results:**

We take responsibility for delivering change efficiently and making things happen. Barriers and challenges are resolved promptly and success is celebrated. We are committed to ensuring that positive change is sustained and embedded to drive future success. We take a proactive approach to developing solutions and processes which are accessible, inclusive and user friendly.



Constructive

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***Developing Others:***

We equip colleagues to perform to the best of their ability and realise their potential through ongoing feedback, coaching and development. We value and recognise the benefits of working with a diverse range of talented colleagues and actively seek to build inclusive teams in which all team members can thrive.



**Self-Awareness**

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***Resilience & Adaptability:***

We are able to adapt to changing priorities and seek to create a positive and healthy working environment in the way that we engage with and support others.



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***Self-Awareness:***

We understand our individual leadership style and adapt our approach in response to the situation and the needs of others. We regularly seek feedback to increase our levels of self-awareness and are committed to undertaking development to improve our personal effectiveness.



**Innovation**

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***Innovation & creativity:***

We actively seek and use feedback to drive continuous improvement. We challenge ourselves and others to be the best we can and share best practice from across our Bank and beyond. We create an environment where new ideas and creative problem solving are encouraged and acted on.



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**Our Values**

**Integrity**

Being professional and exercising sound judgement

**Innovation**

Actively improving what we do

**Inclusion**

Working together for a more effective Bank

**Our Vision – Great Team, Best central Bank**