Cameron Minihan

Canberra, ACT 2905 | 0432 359 097 | cameronminihan@hotmail.com | **Active NV1 clearance**

Professional Summary

With 6 years of extensive IT industry experience; working on numerous large-scale and enterprise-level ICT projects, I have developed a comprehensive understanding of the intricacies involved with various ICT roles. I have experience in IT support, service delivery, environment governance, and manual/automated testing. I am currently trying to change career paths and move into a front end developer role. I have a certificate 4 in programming as well as solid foundational knowledge when it comes to various programming languages such as HTML, CSS, JavaScript, Java, C++ etc. I am currently studying the front end developer paid Codecademy course and have a genuine interest in pursuing this career path.

Skills

- HTML
- CSS
- Java & JavaScript
- C++ & C#
- User Experience (UX)
- ISTQB Certified Tester Foundation Level (CTFL)
- Web Content Accessibility Guidelines (WCAG)

- Troubleshooting & Root cause analysis
- Software Development Life Cycle
- Software Testing Life Cycle
- SQL & PL/SQL
- Testing tools: HP ALM, SOAP UI, Jenkins, JIRA, MainFrame, SAINT, Postman, QMF, Micro Focus UFT, VMWare, Dynatrace, Confluence etc.

Work History

Project Support Officer
Jul 2023 – Present

Department Of Defence — Canberra - Forrest, ACT

- Administer relevant SharePoint sites.
- Apply and provide guidance on the application of Agile methodology, techniques and templates as appropriate across the COSPO.
- Build and sustain effective working relationships and actively participate in team work and group activities.
- Liaise with COSPO members, Project Sponsor organisations and executives in regards to timelines, roles and responsibilities.
- Recommend solutions to issues impacting on the achievement of desired outcomes.
- Resolve problems using expertise, taking the initiative to identify alternative courses of action.
- Provide secretariat support to COSPO forums, including administrative support.
- Apply and provide guidance on information management processes and procedures across the COSPO.
- Support security of the COSPO by ensuring that access is regularly reviewed.
- Support the scheduler to deliver and support plans and track activities against the project schedule.
- Identify and develop knowledge of relevant legislation, organisational policies and procedures that may impact on COSPO projects and management of COSPO projects.

Test Engineer
Jul 2022 – Dec 2022

Services Australia — Canberra - Tuggeranong, ACT

- Liaise with vendors directly to determine which web services & API's they will require for their practice management software (PMS).
- Work closely with various stakeholders including but not limited to NAB, CommBank, Microsoft, Suncorp, ANZ, Department of Health etc.
- Facilitate preliminary & integration testing where production-mode transmissions are submitted by the vendor to ensure functionality, reporting, statements and so on are developed according to specification documentation.
- Execute manual & automation test cases using tools such as SOAP UI, UFT, SAINT, POSTMAN, QMF, Excel, MAINFRAME etc.
- Manage and oversee multiple team inboxes for various testing sections, namely Aged Care, Pharmaceutical Benefits Scheme (PBS), Medicare Easy Claim, Health Fund & Health Identifiers etc.

- Finalise and issue Integration Testing Results (ITR) by collaborating with other teams to collate vendor information and issue certification to the vendor.

Senior Test Lead / Lead Test Analyst
Jun 2021 – May 2022

Department of Health
Canberra - Phillip, ACT

- Create and manage test data, test documentation and test environments.
- Create test cases and manage both manual and automated test suites.
- Identify, raise, and track defects while ensuring that defects are successfully tested and closed out in the testing phase.
- Document & develop test procedures, guides, and other relevant documentation to streamline system testing.
- Interpret technical and non-technical documentation to design, develop and document comprehensive testing documents.
- Manage HP ALM regression test suite and perform routine full system regression testing.
- Collaborate with developers, business, stakeholders, and product owners to escalate risks, inform them on any issues and stay current on product features and intended functionality.
- Trained and mentored new starters on system use, testing practices, testing documentation etc.

Service Delivery / IT Support / Manual Test Analyst
Jan 2017 - Jun 2021

Department of Veteran Affairs / Services Australia
Canberra - Tuggeranong, ACT

Certifications

- Active NV1 security clearance
- SAFe 6 Agilist & Scrum Master
- CompTIA A+
- ISTQB Certified Tester Foundation Level (CTFL)
- ITIL Foundation V3
- Certificate IV in Programming
- Certificate I, II, and III in Information, Digital Media, and Technology

Education

Certified SAFe® 6 Scrum Master
December 2023

Scaled Agile Inc
Canberra, ACT

Studied and successfully passed both the SAFe Scrum Master course and exam.

Certified SAFe® 6 Agilist
November 2023

Scaled Agile Inc
Canberra, ACT

Studied and successfully passed both the SAFe Agilist course and exam.

CompTIA A+
February 2023

CompTIA
Canberra, ACT

Studied and successfully passed the CompTIA A+ course and exams. Exams 220-1101 & 220-1102.

ISTQB Certified Tester Foundation Level (CTFL)
June 2022

ISQI
Canberra, ACT

Studied and successfully completed the ISTQB Certified Tester Foundation Level (CTFL) course.

Certificate IV in Programming: Information Technology
December 2018

Canberra Institute of Technology
Canberra, ACT

Studied and successfully completed a Certificate IV in Programming whilst working full-time at DVA/SA.

ITIL Foundation V3 : Information Technology
June 2017

ALC Education
Canberra, ACT

Certificate I / II / III in IT & Digital Media: Information Technology
Dec 2013-2015

St Mary MacKillop College
Canberra, ACT