**PHILIPPE P. BOURASSA**

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**PROFILE**

* Exceptional delivery on small to large tier projects, received three performance awards and promoted twice within TD
* Strong communication skills, recognized for taking a leadership role on project and other committee meetings
* Team-oriented, takes initiative and supports colleagues to meet project timelines
* Excellent public speaking and event organizing, with experience in corporate and local charity events
* Small business partner for the GTA’s largest and most successful swing dancing school



CORE STRENGTHS/TECHNICAL SKILLS

* HP Quality Center
* IBM Host on Demand
* JIRA
* Training and Development
* System Requirements Analysis
* Staff Management
* Team Leadership
* Event Planning
* Public Speaking
* Bilingual (English and French)



**Professional Experience**

**TD Canada Trust** –Toronto, Ontario

**Quality Assurance Analyst**

**July 2012 – Present**

Expert Analyst for several of TD’s online banking and authentication applications, including its flagship app, EasyWeb.

* Single point of contact on large multi-team projects, effectively managing the flow of communication and test artifact delivery for several QA teams
* Key resource for Developers and Project Managers looking for last minute support on emergency production issues
* Successfully delivered on a project that built TD’s American online banking platform
* Coaches new team members
* Supervises onshore and offshore QA Testers
* Shares subject matter expertise through regular presentations at team meetings
* Authored several process documents for internal use on future projects
* Interpersonal skills: building relationships within the channel and promoting teamwork to resolve outstanding defects and meet project timelines
* Chairs daily status and defect meetings with 10+ attendees, coordinating the efforts of Developers, other QA teams and product representatives
* Reviews system requirements and system design documents to create test strategies/plans
* Develops traceability matrices, test scenarios and test scripts
* Drafts Integrated Project Plans and QA cost estimates
* Promoted to QA Analyst III in February 2017
* IBM Host on Demand proficiency:
  + Creates access cards for chequing, savings, credit and other test accounts
  + Adds/removes accounts to/from existing access cards
  + Modifies account status, i.e. active, closed, bankrupt, lost, stolen, etc.
  + Resets passwords and unlocks user access

**Quality Assurance Tester**

**March 2010 – July 2012**

* Executed test cases and documented actual results for system, pre-production and production test phases
* Promoted to full-time QA Analyst IIat the end of QA Tester contract

**Bees’ Knees Dance** – Toronto, Ontario

**Business Partner**

**May 2014 – Present**

* Managesa group of 10+ teachers and administrative staff
* Co-organizes quarterly class schedules for 650+ annual students
* Plans and runs a weekly community social dance, supervising door and DJ staff

**Instructor/Choreographer**

**July 2010 – Present**

* Instructor from beginner to advance level classes in Swing era styles of dance
* Creates a fun and inclusive team-oriented environment for 30+ students
* Creative Director on a professional dance troupe, taking the team to the world’s foremost lindy hop competition, the International Lindy Hop Championships 2016
* Organizes and books performers for private events around the GTA

**Futurestep** –Toronto, Ontario

**September 2007 – November 2008**

**Coordinator**

* Screened candidates and provided administrative support for 20+ Recruiters
* Consolidated job postings for internal and external web databases
* Organized client and candidate meetings



**Education**

**Bachelor of Manufacturing Engineering and Society 1999 – 2004**

McMaster University, Hamilton, Ontario