JustHealth Roles and Responsibilities

## Charlotte Hutchinson ch446- Project Manager

Tasked with overseeing the whole project and ensuring all work it kept up to date and all deadlines are met. Responsible for ensuring that risks are reviewed in project team meetings on a regular basis. Keeps meeting minutes up to date and ensures at that at the start of each meeting we have an agenda set.

## Rich Logan rl260 - Technical Manager

Oversees the whole technical process and all technical work that is completed. Looks into the bigger picture of the technical product and ensures all technical work is going to plan. The technical manager works to combine the team’s technical knowledge to the overall goal of the project.

Balances the technical processes and teams along with using his technical skills to provide the necessary environment for project success

## Ben McGregor bim4 - Quality Assurance Manager

Responsible for management of all quality assurance functions and ensures that QA process is documented and communicated to ensure agreed quality levels for the application.

Works with the test manager to ensure that all quality standards are met with the tests and signs off all documents once they have met the required standard.

## Stephen Tate sjt43 - Risk and Test Manager

Responsible for ensuring that identified risks are added to the Risk Management Log and that they are regularly updated with appropriate actions. Any risks that cannot be assigned to an appropriate person in the project team should be assigned to the risk manager.

Also, responsible for identifying risks that have expired and should ensure that they are re-opened where appropriate or closed in the Risk Management Log.

The risk and test manager also is responsible for ensuring testing of functional areas is complete, tracked and on-schedule and coordinates performance testing and ensures that performance standards are communicated and documented.

### References:

https://www.udemy.com/blog/technical-manager-job-description/

https://confluence.cornell.edu/display/KFS/QA+Team+Roles+and+Responsibilities