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Job Title: QA Analyst

Company Name: Apex Group

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The Apex Group was established in Bermuda in 2003 and is now one of the world's largest fund administration and middle office solutions providers.

Our business is unique in its ability to reach globally, service locally and provide cross-jurisdictional services. With our clients at the heart of everything we do, our hard-working team has successfully delivered on an unprecedented growth and transformation journey, and we are now represented by over circa 13,000 employees across 112 offices worldwide. Your career with us should reflect your energy and passion.

That's why, at Apex Group, we will do more than simply 'empower' you. We will work to supercharge your unique skills and experience.

Take the lead and we'll give you the support you need to be at the top of your game. And we offer you the freedom to be a positive disrupter and turn big ideas into bold, industry-changing realities.

Key duties and responsibilities

- Implement the overall QA Policy & Strategy for allocated projects within the allocated Apex QA team, supporting the drive for increased QA Automation.
- Implement the Project Test Plans that will take the project team through an end-to-end journey to prove successful deployment and implementation.
- Define, execute, and analyse test cases (manual & Automated) collaborating with the team to validate the achievement of acceptance criteria.
- Conduct review meetings to share test case status, discuss concerns and risk items, drive comprehensive test coverage, and assure general team alignment.
- Track defects and bugs using the defect tracking system, track resolution progress and validate resolutions once submitted.
- Provide clear and concise test progress reporting that is reflective of test program status.
- Where working with newly acquired Companies good client relationship skills are required to manage the UAT QA lifecycle with the client QA and/or business team.
- Ensure QA process and methodology are applied at all stages during SDLC.
- Participate in requirements/design reviews with Product, Business Analysts and Development teams to assure that the product under development meets requirements and is tested efficiently.
- Perform requirements reviews and traceability analyses to assess test coverage.

- Evaluate and escalate potential risks and issues that may adversely affect quality, schedule or budget.
- Actively participate in lessons learned sessions to help improve QA process

Experience and skills:

- 3+ years of QA experience.
- Experience in QA best practices and processes implementation.
- Experience in both Waterfall and Agile, BDD, Dev Ops testing methodologies.
- Experience of using Automation tooling and Automation frameworks.
- Experience in running UAT exercises with globally dispersed teams.
- Good understanding of cloud (Azure) technologies, infrastructure, networks, firewalls & Citrix.
- Good knowledge of Jira or similar test management tools (incl. Zephyr, X-Ray).
- Ability to multi-task, prioritize, and coordinate with globally dispersed technical and non-technical teams.
- Excellent verbal and written communication and presentation skills.
- Proactiveness and ability to manage multiple projects simultaneously and prioritize effort accordingly.
- Ability to act on own initiative with a can-do attitude.
- Ability to discuss required test scope with technical and non-technical team members.
- Ability to work in a quickly changing environment.

Nice to have:

- ISTQB Certification or equivalent.
- Experience in IT in a Financial Services organization.
- Understanding of Citrix infrastructure, including Application Layering.
- Reasonable understanding of infrastructure, application architecture, networking and Active Directory.
- Good understanding of performance testing concepts and tools.
- Experience of using UiPath for Test management and Automation.

Disclaimer: Unsolicited CVs sent to Apex (Talent Acquisition Team or Hiring Managers) by recruitment agencies will not be accepted for this position. Apex operates a direct sourcing model and where agency assistance is required, the Talent Acquisition team will engage directly with our exclusive recruitment partners.

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Job Type: Full Time

Location: India Pune - East

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