



Alejandra Tejada

New York, NY | AlejandraTejada@gmail.com | [linkedin.com/in/aleja-tejada/](https://www.linkedin.com/in/aleja-tejada/) | 917-935-9175

Visit my portfolio at <https://a-tejada.github.io/alejandratejada/>

OBJECTIVE

Manager of Quality Assurance Engineering with 6+ years of experience seeks opportunity to promote a cross functional mentality and identify best practices to achieve high quality and on-time delivery of software in a fast paced environment while fostering a positive, inclusive, and collaborative culture

PROFESSIONAL EXPERIENCE

Validation Manager, FormationBio March 2023 - Present | New York, NY

- Oversee day-to-day testing activities and coordinating with internal compliance team members
- Work with product engineering to develop AI systems, assuring quality and compliance
- Assisted in the development of LLMs for internal tools
- Assisted with overhaul of existing agile software development life cycle to be more focused on engineering best practices and GAMP guidance
- Supporting and assisting Computer Systems Validation process for internal and external systems
- Assisting in writing and updating documentation (validation plans, traceability matrix, risk assessment, change control, testing protocols, etc.) for compliance purposes
- Working with product managers and engineers to develop and execute test plans
- Helping oversee day-to-day testing activities and coordinating with internal compliance team members

Manager of Quality Assurance Engineering, Insightsoftware Sep 2021 - Present | New York, NY

- Led a team of 5 people and two products some duties include: aiding with career development, assigning tasks, helping unblock tasks and ensuring optimal efficiency, productivity, and on time delivery
- Reduced regression testing time from 4 weeks to 2 weeks by zoning test coverage, rankings test cases and optimizing use of test automations
- Developed a regression tracking tool to track timeline, evaluate risks through use of synthesized key results to present to cross functional and executive management
- Use agile methodologies to coordinate effective sprints
- Continuously evaluate the effectiveness and performance of testing through collaborating with cross functional teams such as product and customer support
- Communicate processes improvements, test strategies, and project statuses to cross functional teams
- Develop tools, documentation, and agile processes to improve software engineering productivity
- Increased the average percentage of meeting release deadlines from 76% to 98% on time
- Use data and metrics to propose process improvements based on analysis of data
- Led over 40 employees in cross-team testing events to review and test new features, increasing the number of bugs found in pre-production by 70%
- Monitor and maintenance Continuous integration and continuous deployment systems

Lead Quality Assurance Engineer, Exago Inc March 2019 - August 2021| New York, NY

- Validated bug fixes, assigned team resources for development projects, managed internal manual regression test suite, and became QA's point of contact for release management

- Developed test strategies for successful product deliveries and organized cross department testing sessions
- Oversaw the growth and maturation of the test case management suite
- Collaborated with the engineering team to develop QA processes and developer testing practices
- Worked with the project manager to create project milestones and define success criteria
- Developed onboarding material for new QA engineers

EDUCATION

Bachelor of Science in Informatics with a concentration in Information Technology 2020 | University at Albany

SKILLS

Programming Languages: Python, HTML, CSS, SQL

Technical Skills: Artificial Intelligence, LLMs, Release Management, Project Management, Resource Management, People and Relationship Management, Time, Web Service and API Testing, Manual and Automation Testing, Data analysis

Software/Tooling: Visual Studio, Cursor, ChatGPT, Jira, Atlas CircleCI, AWS, Git, Jenkins, Docker, Monday, Microsoft 365 Suite, Google Suite

Language Skills: English & Spanish (Proficient in verbal and written)