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Test Manager

Driver and Vehicle Standards Agency

Apply before 11:55 pm on Tuesday 4th February 2025



Driver & Vehicle
Standards
Agency

Reference number

387440

Salary

£42,848

Job grade

Senior Executive Officer

Contract type

Permanent

Business area

DVSA - Strategy Planning and Performance

Type of role

Digital

Working pattern

Flexible working, Full-time, Job share, Part-time

Number of jobs available

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Location

Birmingham, Bristol, Leeds, Newcastle-upon-Tyne, Nottingham, Oldham, Swansea. This role will require regular attendance at our Swansea office, where the majority of the team are based.

About the job

Job summary

Do you want to work with ground-breaking technology?

Are you looking for your next challenge?

Are you an experienced Quality Assurance professional with a proven track record of software test management?

Would you like to work on nationally recognised digital projects?

If so, we would like to hear from you!

You will lead quality assurance testers (QATs) and test engineers within our expanding internal Application Development team to develop and maintain several mission critical hybrid mobile applications for iOS.

Our applications are used by DVSA staff to perform essential activities such as the capture of practical driving tests, roadside enforcement encounters and annual vehicle tests.

There's never been a better time to join the DVSA!

We're striving to create a place that's great to work in. We heavily invest in our development teams, to enable you to advance your career and knowledge by giving you the opportunity to use modern, cutting-edge cloud and mobile development technologies built on modern development languages and frameworks.

Our [Digital-first vision](#) is supported by a clear strategy which allows our staff to develop and grow.

We pride ourselves as being an employer of choice and welcome and encourage applications from everyone, such as ethnic minorities, women, disabled people and those who identify as LGBT+.

To find out more about how we champion diversity and inclusion in the workplace and making DVSA a great place to work [visit our Careers website](#).

Check out the Hiring Manager (Matt Culliford, Lead Software Engineer) latest blog [here](#).

Job description

Responsibilities include but are not limited to:

Managing all test processes, including test plans, resources, costs, timescales, test deliverables and traceability.

Creating clarity and consistency around the approach to testing and roles of individuals in the process

Coordinating, managing, and communicating the planning of the system and/or acceptance tests within a development or integration project / programme.

Identifying process improvements and contributes to corporate testing standards and definition of best practice.

Defining acceptance criteria for user stories, ensuring that there are no unpleasant surprises in latter stages of software development.

For further information please see the attached Role Profile.

Additional Information

This role can be based in Bristol, Swansea, Nottingham, Newcastle, Oldham or Birmingham or Leeds your presence at one of these locations will form part of the working arrangements agreed with you. We operate a hybrid working model giving you greater flexibility about where and when you work. Our expectation is that you will spend a minimum 60% of your time at your base location. Visits to other DVSA sites or work locations count towards this.

This role will require regular attendance at our Swansea office, where the majority of the team are based.

Person specification

About you:

Proven software testing experience, including planning, execution, and analysis.

Strong leadership skills in building and motivating Quality Assurance teams.

Good working knowledge of different testing tools, techniques and frameworks and an ability to train others in their use.

Understanding of software development methodologies, Agile practices, and CI/CD models.

Effective communication and collaboration with cross-functional teams and stakeholders.

Please view the attached role profile for an in depth view of the post.

There may be an element of travel associated with this role to other DVSA offices, with some infrequent overnight stays.

Please take note that DVSA does not hold a UK Visa & Immigration (UKVI) Skilled Worker License sponsor and are unable to sponsor any individuals for Skilled Worker Sponsorship.

About Us

The Driver and Vehicle Standards Agency (DVSA) helps keep Britain moving, safely and sustainably..

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We do this by helping people through a lifetime of safe and sustainable journeys, helping them keep their vehicles safe to drive, and protecting them from unsafe drivers and vehicles.

We re working hard to:

Make roads safer.

Improve services for our customers.

Make road transport greener and healthier.

Harness the potential of technology and data.

We're committed to giving all our colleagues purpose, professionalism and pride in what we do. We work in supportive, diverse and inclusive teams where everyone is valued. You can grow, develop and progress, and make a real difference to society.

We pride ourselves as being an employer of choice and welcome and encourage applications from everyone, such as ethnic minorities, women, disabled people and those who identify as LGBT+.

To find out more about how we champion diversity and inclusion in the workplace and making DVSA a great place to work [visit our Careers website.](#)

Behaviours

We'll assess you against these behaviours during the selection process:

Delivering at Pace

Changing and Improving

Managing a Quality Service

Technical skills

We'll assess you against these technical skills during the selection process:

Test Manager - Functional Testing (Level: Practitioner)

Test Manager - Non Functional Testing (Level: Awareness)

Test Manager - Technical Breadth (Level: Practitioner)

Test Manager - Test Analysis (Level: Practitioner)

Benefits

An environment with flexible working options where we encourage a great work-life balance.

Exceptional pension with an employer contribution of an average of 27%..

Generous Annual Leave - 25 days holiday, increasing by 1 each year of service, up to 30.

8 Bank Holidays plus an additional Privilege Day to mark the King's birthday.

Latest IT and Tech devices.

A culture encouraging inclusion and diversity with a range of staff communities to support all our colleagues.

Excellent learning and development tailored to your role including paid apprenticeships up to Masters level.

Wide range of discounts schemes on high street names.

Employee assistance program for health and wellbeing.

Cycle to work scheme and Gym membership offers.

For more information see [visit our careers page](#).

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Things you need to know

Selection process details

This vacancy is using [Success Profiles \(opens in a new window\)](#), and will assess your Behaviours, Experience and Technical skills.

As part of the application process, you will be asked to complete a CV and Personal Statement (1000 words). Further details around what this will entail are listed on the application form.

Please structure your Personal Statement (1000 words) to provide detailed evidence of each of the following:

Proven software testing experience, including planning, execution, and analysis.

Strong leadership skills in building and motivating Quality Assurance teams.

Good working knowledge of different testing tools, techniques and frameworks and an ability to train others in their use.

Your CV should be no more than 1000 words.

This interview will be conducted via a video interview, details of which will be provided to you should you be selected for interview.

Sift and Interview

The sift is due to take place from 5th February 2025.

Interviews are likely to be held from 18th February 2025.

We will try to meet the dates set out in the advert. There may be occasions when these dates will change. You will be provided with sufficient notice of the confirmed dates.

The selection process will be designed specifically for the role. As a result, your assessment will include:

An interview.

A presentation / Assessment.

You are encouraged to become familiar with the Role Profile attached, as you may be assessed against any of the criteria recorded within.

The Department for Transport recruits using Success Profiles. For each role, we consider what you need to demonstrate to be successful.

This gives us the best possible chance of finding the right person for the job, drives up performance and improves diversity and inclusivity.

You can read more about Success Profiles [here](#).

Reasonable Adjustments

As a Disability Confident Leader employer, we are committed to ensuring that the recruitment process is fair, accessible and allows all candidates to perform at their best. If a person with a visible or non-visible disability is

substantially disadvantaged, we have a duty to make reasonable changes to our processes.

Complete the Assistance required section in the Additional requirements page of your application form to tell us what changes or help you might need during the recruitment process. For instance, you may need wheelchair access at an interview, or if you're deaf, a Language Service Professional.

If you need a reasonable adjustment so that you can complete your application, you should contact Government Recruitment Service via dftrecruitment.grs@cabinetoffice.gov.uk as soon as possible before the closing date to discuss your needs.

Document Accessibility

If you are experiencing accessibility problems with any attachments on this advert, please contact the email address in the 'Contact point for applicants' section.

This job advert contains links to the [DfT Careers website](#). Our website provides useful guidance and information that can support you during the application process. If you cannot access the information on our website for any reason, please email DRGComms@dft.gov.uk for assistance.

Further Information

For more information about how we hire, and for useful tips on submitting your application for this role, visit the [How We Hire](#) page of our DfT Careers website. You can find detailed information about the recruitment process and what to expect when applying for a role.

Pre-employment Checking

Applicants who are successful at interview will be, as part of pre-employment screening, subject to a check on the Internal Fraud Database (IFD). This check will provide information about employees who have been dismissed for fraud or dishonesty offences. This check also applies to employees who resign or otherwise leave before being dismissed for fraud or dishonesty had their employment continued. Any applicant's details held on the IFD will be refused employment.

A candidate is not eligible to apply for a role within the Civil Service if the application is made within a 5-year period following a dismissal for carrying out internal fraud against government.

Feedback will only be provided if you attend an interview or assessment.

Security

Successful candidates must undergo a criminal record check.

People working with government assets must complete [baseline personnel security standard \(opens in new window\)](#) checks.

Nationality requirements

This job is broadly open to the following groups:

UK nationals

nationals of the Republic of Ireland

nationals of Commonwealth countries who have the right to work in the UK

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under the [European Union Settlement Scheme \(EUSS\) \(opens in a new window\)](#)

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application for settled or pre-settled status under the European Union Settlement Scheme (EUSS)

individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020

Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

[Further information on nationality requirements \(opens in a new window\)](#)

Working for the Civil Service

The [Civil Service Code \(opens in a new window\)](#) sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission's [recruitment principles \(opens in a new window\)](#).

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

The Civil Service also offers a Redeployment Interview Scheme to civil servants who are at risk of redundancy, and who meet the minimum requirements for the advertised vacancy.

Diversity and Inclusion

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan \(opens in a new window\)](#) and the [Civil Service Diversity and Inclusion Strategy \(opens in a new window\)](#).

Apply and further information

This vacancy is part of the [Great Place to Work for Veterans \(opens in a new window\)](#) initiative.

The Civil Service welcomes applications from people who have recently left prison or have an unspent conviction. [Read more about prison leaver recruitment \(opens in new window\)](#).

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

Contact point for applicants

Job contact :

Name : Digital Resourcing Team

Email : DigitalResourcing@dft.gov.uk

Recruitment team

Email : dftrecruitment.grs@cabinetoffice.gov.uk

Further information

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint, in the first instance, you should contact Government Recruitment Services via email: dftrecruitment.grs@cabinetoffice.gov.uk

If you are not satisfied with the response you receive from the Department, you can contact the Civil Service Commission: Visit the Civil Service Commission website [Here](#)

