

DUELA DAVIS

Toronto, Ontario

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www.linkedin.com/in/duela-davis

PROFILE

Software Tester with over 2 years of hands-on experience in quality assurance, specializing in test planning, defect resolution, and collaboration with cross-functional teams. Currently pursuing a Graduate Diploma in Software Quality Assurance and Testing and seeking a co-op opportunity to further develop skills in test automation and performance testing. Skilled at delivering high-quality software solutions through critical thinking, attention to detail, and adaptability to evolving technologies.

EDUCATION

Lambton College, Mississauga September 2023 - Present

Graduate Diploma, 3.6/4.0

Software Quality Assurance and Testing

Jyothi Engineering College, Kerala, India

June 2012 - April 2016

Bachelor of Technology, 7.1/10.0

Electronics and Communication Engineering

WORK HISTORY

Metadata Technologies, Kochi, Kerala, India

March 2019-July 2021

JR. SOFTWARE TESTER

- Developed comprehensive test cases, test scenarios, and detailed test documents to ensure thorough coverage of software functionality.
- Ensured the delivery of high-quality software by conducting thorough and effective testing processes.
- Conducted system testing, integration testing, regression testing, negative testing, and UI testing to validate software performance and identify defects.
- Reported, tracked, and retested bugs using TFS, ensuring timely issue resolution and quality improvements.
- Involved in testing cross-browser, device, and OS compatibility to ensure consistent functionality across different platforms.
- Actively participated in all phases of the Software Testing Life Cycle (STLC) and QA processes to ensure software quality at every stage.

SKILLS

- Test planning, execution, and defect management using tools like Jira and TFS.
- Proficient in mobile testing on iOS and Android, and web application testing across major browsers (Chrome, Firefox, Safari, Edge).
- Expertise in automation testing with Selenium and performance testing tools.
- Familiar with version control systems such as Git and experience with Eclipse IDE.
- Strong knowledge of Object-Oriented Design and Java programming.
- Experience with cross-browser, cross-device, and OS compatibility testing.
- Excellent troubleshooting, debugging, and problem-solving abilities.

- Demonstrated ability to create detailed process diagrams, test scenarios, and test cases.
- Strong communication skills for conveying complex issues, providing status updates, and delivering test results to stakeholders.
- Highly organized with strong time management skills, able to multi-task and work independently or as part of a team.
- Familiar with Agile and Waterfall methodologies and experience in all phases of the Software Testing Life Cycle (STLC).
- Adept in using Microsoft Office tools, including Word, Excel, and PowerPoint for documentation and reporting.

CERTIFICATIONS

ISTQB Foundation Level

- Certificate Number: ITB – CTFL – 0096235

PROJECTS

1. Property-xRM

CRM for Property Management | Microsoft Dynamics Real Estate Software

Responsibilities:

- Created and executed comprehensive test plans and test cases tailored for Property-xRM, covering functional, integration, and user acceptance testing.
- Identified, documented, and reported software defects using issue tracking tools, ensuring timely resolution to maintain software quality.
- Worked closely with developers, product managers, and stakeholders to clarify requirements, reproduce issues, and provide detailed feedback on feature performance.
- Performed regression tests on updates and new features to ensure system stability and functionality across various modules.

COVER LETTER

Duela Davis

Toronto, Ontario

905 598 2349

dueladavis123@gmail.com

October 7, 2024

Hiring Manager

CIBC – Enterprise Technology & Business Management

Toronto, ON

Dear Hiring Manager,

I am excited to apply for the Test/QA Analyst Co-op position at CIBC within the Enterprise Technology & Business Management team. With over two years of professional experience as a Software Tester and currently pursuing a Graduate Diploma in Software Quality Assurance and Testing from Lambton College, I am eager to contribute my skills in test planning, execution, and defect management to help CIBC continue delivering exceptional technology solutions.

In my role as a Jr. Software Tester at Metadata Technologies, I was responsible for developing comprehensive test cases and scenarios, executing various forms of testing (functional, regression, and UI testing), and managing defect reporting using tools such as Jira and TFS. I am proficient in both web and mobile application testing across platforms, ensuring compatibility and consistency, and have experience in automation testing with Selenium. My ability to troubleshoot complex issues, along with my collaborative work style, would enable me to make an immediate impact in your testing activities.

What excites me about this role is the opportunity to contribute to a team that values innovation, teamwork, and continuous improvement. I thrive in collaborative environments and look forward to the chance to work alongside CIBC's talented professionals, leveraging my skills to enhance product quality and customer experience. Furthermore, I am confident that my strong communication skills, attention to detail, and adaptability to new technologies align perfectly with CIBC's core values.

I am highly motivated by the opportunity to take ownership of tasks, deliver quality results, and grow both professionally and personally within CIBC. I am confident that my technical expertise, passion for learning, and commitment to high standards will make me a valuable addition to your team.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team. Please find my resume and academic transcript attached for your review.

Sincerely,
Duela Davis

Duela Chiramal Davis
Bf5, Yerik Garden, Kusumagiri
Po, Img Jn, Kakkanad
Ernakulam, 682030
India

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Student Id: 0907638
Issue Date: Sep 19, 2024

Course	Course Title	Credit	Grade	Median Grade
2023 Fall				
Software Quality Assurance and Testing				
CIS-2113	Business Technologies- Canada	3.00	A	A
COM-3013	Professional Communications	3.00	A+	A-
SCU-3603	Introduction to Canadian Cultu	3.00	A+	A-
SQT-1003	Software Programming	3.00	B+	B
SQT-1023	Canadian Data Governance and P	3.00	A	A-
SQT-1053	Software Engineering Principle	3.00	A	A
SQT-2023	Security Testing	3.00	A+	A
Academic Term Award: Dean's Honour List				
Term GPA: 3.76				
2024 Winter				
Software Quality Assurance and Testing				
JSS-1001	Job Search and Success	1.00	A	A-
SQT-1013	Systems Analysis and Design	3.00	A	A
SQT-1033	Software Testing Tools	3.00	A	A
SQT-1043	Software Testing Methodologies	3.00	A-	B+
SQT-1063	Automation Testing	3.00	A	A
SQT-2003	User Experience Evaluation for	3.00	A-	A
SQT-2043	Developing Quality Application	3.00	A	A
Academic Term Award: Dean's Honour List				
Term GPA: 3.64				

Software Quality Assurance and Testing**Program GPA: 3.70**

End of official record.

Guide to Transcript

Grading Conversion Scale-Lambton College

Effective after September 2013

Grade		Grade Points
A+	Outstanding Performance	4.0
A		3.7
A-		3.5
B+		3.2
B	Superior Performance	3.0
B-		2.7
C+		2.3
C	Satisfactory Performance	2.0
C-		1.7
D	Marginal Performance	1.0
F	Failure	0
P	Pass	-
NP	No Pass	-
CR	Credit	-
NCR	No Credit	-
TC	Transfer Credit	-
AS	Advanced Standing	-
AG	Aegrotat	-
EX	Exempt	-
W	Withdrew	-
AU	Audit	-
NC	Non-credit	-
I	Incomplete	-
NG	No Grade	-
IP	In Progress	-
X	Grade Unavailable	-
U	Under Review	-
TM	Terminated	-

Effective before September 2013

Grade		Grade Points
A	Outstanding Performance	4.0
A-		3.7
B+		3.3
B	Superior Performance	3.0
B-		2.7
C+		2.3
C	Satisfactory Performance	2.0
C-		1.7
D	Marginal Performance	1.0
F	Failure	0
P	Pass	-
NP	No Pass	-
CR	Credit	-
NCR	No Credit	-
TC	Transfer Credit	-
AS	Advanced Standing	-
AG	Aegrotat	-
EX	Exempt	-
W	Withdrew	-
AU	Audit	-
NC	Non-credit	-
I	Incomplete	-
NG	No Grade	-
IP	In Progress	-
X	Grade Unavailable	-
U	Under Review	-

Computation of Grade Point Average

Each course in the student's program is assigned a credit value, usually on the basis of one credit for each hour per week of classroom work.

The number of grade-points per course is determined by multiplying the number of credit points associated with the grade the student has achieved by the credit value assigned to the course.

The Grade-Point average is then determined by dividing the total number of grade-points accumulated by the total number of credits undertaken. Every student's record will contain a computation of the Grade-Point Average for each term individually (Term GPA), and an accumulated Grade-Point Average for the overall program from one term to the next (Program GPA).

Please visit Policy 2000-1-4 on www.mylambton.ca for a detailed example of grade point calculation.

Example:

Letter Grade	Grade Points	Credit	Weight	
A	4	x	3	= 12
B	3	x	3	= 9
B-	2.7	x	2	= 5.4
C+	2.3	x	4	= 9.2
			12	35.6

Grade Point Average: $(35.6/12) = 2.97$

Academic Standing

Dean's Honour List

Recognizes outstanding performance where a full-time student has achieved a minimum term GPA of 3.5.

Good Standing

A full-time student has maintained term GPA of 2.00 or higher.

Academic Jeopardy

A full-time student achieved a term GPA of less than 2.00.

Academic Dismissal

A full-time student who achieves a term GPA of less than 1.50 in three terms, in one or multiple programs, over any three calendar years.

Graduation Requirements

A program GPA of a least 2.0 is required for graduation. Some programs may have additional minimum requirements.