

## **Job Posting:168349 - Position: S25 QA Analyst Co-op Student 168349**

<b>Co-op Work Term Posted:</b>	2025 - Summer
<b>App Deadline</b>	04/22/2025 09:00 AM
<b>Application Method:</b>	Through Employer Website
<b>Posting Goes Live:</b>	04/01/2025 04:20 PM
<b>Job Posting Status:</b>	Approved

## **ORGANIZATION INFORMATION**

<b>Organization</b>	IBI Group
<b>Address Line 1</b>	55 St. Clair Ave West
<b>Address Line 2</b>	7th Floor
<b>City</b>	Toronto
<b>Postal Code / Zip Code</b>	M4V 2Y7
<b>Province / State</b>	ON
<b>Country</b>	Canada

## **JOB POSTING INFORMATION**

<b>Placement Term</b>	2025 - Summer
<b>&lt;b&gt; Job Title &lt;/b&gt;</b>	S25 QA Analyst Co-op Student 168349
<b>Position Type</b>	Co-op Position
<b>Job Location</b>	Toronto, ON
<b>Country</b>	Canada
<b>Duration</b>	4 months
<b>Salary Currency</b>	CAD
<b>Salary</b>	20.0 per hour for 0 Major List
<b>Salary Range \$</b>	\$20-25/hour
<b>Job Description</b>	

**Job Title:** QA Analyst Co-op Student

**Job ID:** 29767

Arcadis is the world's leading company delivering sustainable design, engineering, and consultancy solutions for natural and built assets.

We are more than 36,000 people, in over 70 countries, dedicated to improving quality of life. Everyone has an important role to play. With the power of many curious minds, together we can solve the world's most complex challenges and deliver more impact together.

### **Role description:**

Join our QA team as a **Quality Assurance Documentation Intern**, where you'll focus on creating, updating, and managing test documentation to support the transition to new tools and improve overall QA processes. This role offers an opportunity to gain valuable experience in quality assurance documentation while contributing to the efficiency and accuracy of our testing framework.

### **Role accountabilities:**

- Assist in the creation of detailed test plans and test cases to ensure comprehensive coverage of software functionality.
- Update existing test documentation to align with current project requirements and standards.
- Analyze and review old test cases to identify outdated or irrelevant ones.
- Remove or revise test cases to improve relevance and maintain a concise, effective testing suite.

- Collaborate with the QA team to migrate test documentation to new tools or platforms.
- Ensure documentation is properly formatted and organized during the transition.
- Verify the accuracy and consistency of test documentation across projects.
- Ensure test documentation adheres to internal QA standards and best practices.
- Contribute to the development of guidelines for maintaining and updating test documentation.
- Participate in team discussions to provide feedback and suggest improvements for documentation practices.

#### **Why Arcadis?**

We can only achieve our goals when everyone is empowered to be their best. We believe everyone's contribution matters. It's why we are pioneering a skills-based approach, where you can harness your unique experience and expertise to carve your career path and maximize the impact we can make together.

You'll do meaningful work, and no matter what role, you'll be helping to deliver sustainable solutions for a more prosperous planet.

Make your mark, on your career, your colleagues, your clients, your life and the world around you.

Together, we can create a lasting legacy.

Join Arcadis. Create a Legacy.

#### **Our Commitment to Equality, Diversity, Inclusion & Belonging**

We want you to be able to bring your best self to work every day which is why we take equality and inclusion seriously and hold ourselves to account for our actions. Our ambition is to be an employer of choice and provide a great place to work for all our people. We are an equal opportunity and affirmative action employer. Women, minorities, people with disabilities and veterans are strongly encouraged to apply. We are dedicated to a policy of non-discrimination in employment on any basis including race, creed, color, religion, national origin, sex, age, disability, marital status, sexual orientation, gender identity, citizenship status, disability, veteran status, or any other basis prohibited by law.

The salary range for this position is \$20-25/hour. The base salary represents Arcadis' hiring range for this position. Actual salaries will vary and will be based on various factors, such as location, skills, experience, and qualification for the role.

#### **Job Requirements**

##### **Qualifications & Experience:**

- Currently enrolled as a student in a program related to software development, quality assurance, or similar fields.
- Basic understanding of QA principles and familiarity with testing methodologies.
- Strong attention to detail and ability to organize information clearly and effectively.

**Citizenship Requirement**                    N/A

## **APPLICATION INFORMATION**

**Application Procedure**                    Through Employer Website

**Cover Letter Required?**                    Optional

#### **Special Application Instructions**

##### **Application Link:**

[https://ebcs.fa.em2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX\\_1/job/29767](https://ebcs.fa.em2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_1/job/29767)

**Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's website.** Applications are accepted on a rolling basis and the posting may be expired at any time by the employer as submissions are received. Students should submit their applications as soon as they are ready.