

FULL TIME/PER DIEM POSITION: Software Quality Assurance Tester

Agency Description:

The New York City Department of Small Business Services (SBS) is a vibrant, client-centered agency whose mission is to serve New York's small businesses, jobseekers and commercial districts. SBS makes it easier for companies in New York City to start, operate, and expand by providing direct assistance to business owners, supporting commercial districts, promoting financial and economic opportunity among minority- and women-owned businesses, preparing New Yorkers for jobs, and linking employers with a skilled and qualified workforce. SBS continues to reach for higher professional standards through innovative systems, new approaches to government, and a strong focus on its employees.

Job Description:

SBS seeks to hire a Software Quality Assurance Tester to develop and execute test plans that ensure agency software applications and technology systems meet business and technical requirements and are consistent with agency development and design standards.

Responsibilities will include:

- Support of Agency software development by creating comprehensive test plans,
- Definition and execution of an assortment of tests
- Identification and documentation of defects and failures,
- Communication of issues to the development team and Technology Unit management

Preferred Skills:

- A minimum 5 years of experience in the development and implementing comprehensive test plans for Software applications and technology systems. Experience leading a testing team is desirable.
- Strong knowledge of Microsoft technologies including ASP.NET
- Demonstrable knowledge of SQL and experience with Microsoft SQL Server 2005 and/or 2008.
- Familiarity with Microsoft Visual Studio Team System 2008 Test Edition and Test Load Agent.
- Ability to design, document, and execute functional, regression, load, stress, black box, white box, and integration test cases
- .
- Experience identifying, tracking, and communicating software defects and failures to software developers, database administrators, system architects, and managers.
- Strong organizational and time management skills.
- Ability to prioritize tasks properly and delegate work where appropriate.
- Strong capacity for logical thinking with the ability to understand complex applications.
- Excellent written and verbal communication skills.

Continued on next page

The Department of Small Business Services and the City of New York is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities.

Qualifications:

1. baccalaureate degree from an accredited college, including or supplemented by 24 semester credits in computer science or a related computer field and two years of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming, data communications, including one year in a project leader capacity or as a major contributor on a complex project; or

2. A four-year high school diploma or its educational equivalent and six years of satisfactory full-time computer software experience as described in "1" above, including one year in a project leader capacity or as a major contributor on a complex project; or

3. Education and/or experience equivalent to "1" or "2" above. College education may be substituted for up to two years of the required experience in "2" above on the basis that 60 semester credits from an accredited college is equated to one year of experience. A masters degree in computer science or a related computer field may be substituted for one year of the required experience in "1" or "2" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent and at least one year of satisfactory full-time experience in a project leader capacity or as a major contributor on a complex project.

How to Apply:

To apply for this position, please email your resume and cover letter including the following subject line: Software Quality Assurance Tester to: careers@sbs.nyc.gov

ALSO:

- **For Non-City/External Candidates:** Visit the [External Applicant NYC Careers site](#) and apply for this position by entering Job Title: **Software Quality Assurance Tester**
- **For Current City Employees:** Visit [Employee Self-Service \(ESS\)](#) to view and apply for available positions. Click on Recruiting Activities > Careers, and search for the specific Job Title: **Software Quality Assurance Tester**.

Salary range for this position is: **\$38.31 - \$43.79 (hourly) (\$70,000-\$80,000) for a maximum of 35 hours per week. Holidays are not paid until the completion of 18 months of City employment.**

NOTE: Only those candidates under consideration will be contacted.

If you do not have access to email, mail your cover letter & resume to:
NYC Department of Small Business Services
Human Resources Unit
110 William Street
New York, New York 10038

The Department of Small Business Services and the City of New York is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities.