



Minnesota Workers' Compensation  
Insurers Association, Inc.  
7701 France Avenue South • Suite 450  
Minneapolis, MN 55435-3200

**Position:**           **Software Quality Assurance Specialist**

Assume leadership responsibility for all testing activity. Responsibilities include structuring the testing environment, designing, performing, monitoring, and evaluating tests, project documentation, and establishing standards. This position reports to the IT Director.

**Job Duties:**

- Work directly with functional teams, business units, and IT staff to create a testing system and perform testing functions (defined below) for MWCIA's primary Oracle based systems.
- Work directly with IT staff and business units to create a testing system and perform testing functions for new or enhanced internal or web based software.
- Work directly with IT staff and business units to organize and update documentation for existing MWCIA software products.
- Work directly with business units and IT staff to develop systems for managing content on the MWCIA intranet site.
- Work with IT Staff on version control for software and related documentation.
- Assist IT staff and business units in evaluating the impact on internal/external procedures and existing software systems of proposed new systems, enhancements, or modifications.
- Conduct and participate in training sessions and meetings as needed to achieve testing efficiency.
- Work with IT Staff in the development of standards for both internal staff and external vendors.
- Testing functions include but are not limited to creating testing plans, creating test scripts, manual testing, documentation, testing analysis, and reporting.

**Job Qualifications:**

- Computer Science degree or equivalent with a minimum of 3 years experience in a QA position.
- Demonstrated experience in the development of test plans/test scripts.
- Experience with automated testing software a plus.
- Experience with Oracle and/or SQL Server a plus.

**Contact:**           Interested parties should contact Charles Eldridge, 952.897.6406, [chuck.eldridge@mwcia.org](mailto:chuck.eldridge@mwcia.org), with questions or for additional details by May 17, 2010. Salary range is available on request.