



UNION JOB DESCRIPTION

JD340

JOB TITLE:	Testing Coordinator	JOB DESCRIPTION NO.:	40414
CLASSIFICATION:	Programmer/Systems Analyst III	GRID/PAY LEVEL:	F MB34
COLLECTIVE AGREEMENT:	Facilities Subsector	HSCIS NO.:	10512
UNION:	HEU	JOB/CLASS CODE:	40414
PROGRAM/DEPARTMENT:	Information Management/Information Technology - Clinical Applications Support & Development	BENCHMARKS (If Applicable):	10512
REPORTING TO:	Manager, Clinical Applications		
FACILITY/SITE:	VIHA SI: RJH		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health), patient & staff safety is a priority and a responsibility shared by everyone at VIHA; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Manager or designate, the Testing Coordinator is responsible for the establishment, maintenance and delivery of best practice processes and infrastructure for testing of the Authority's enterprise information systems. The Testing Coordinator identifies and adapts industry best practice to the VIHA environment, supports the education of VIHA employees on best practice and coordinates the integration of best practices for testing within the existing project, change and release management practices at VIHA.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Establishes best practice processes for testing for VIHA IM/IT in cooperation with service delivery leaders within client and application services, clinical informatics, technology management and the project delivery office. Performs duties such as researching and documenting industry best practices, determining how to implement best practices within the VIHA environment, implementing supports which may include creating and delivering education, identifying and implementing tools to support the processes, developing and implementing of policies to enforce the use of the best practices)
2. Leads, through project management, the implementation of the infrastructure required to deliver best practices.
3. Reviews projects and changes and works with requestors to identify test requirements to be incorporated in to the request delivery process.
4. Builds and delivers educational materials related to testing methodology.
5. Studies industry best practice related to testing methodology. Documents industry best practice and translates it into best practice for VIHA.
6. Incorporates support for methodology in to existing VIHA tools such as HP OpenView, Primavera and Sharepoint sites.
7. Develops expertise within the Authority's enterprise systems to be able to advise on appropriate testing approaches.
8. Works with change management to identify opportunities for testing optimizations based on recommendations from post change reviews.

9. Works with application teams to update testing documentation and coordinate testing sessions.
10. Identifies opportunities to streamline and/or automate testing processes including investigation and acquisition of automated testing tools.
11. Reviews and adheres to applicable departmental policies and procedures.
12. Attends departmental and project meetings, as required.
13. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

Graduation from a recognized degree or diploma program in Computer Science (such as Health Information Science), three years' recent related experience (such as experience in a clinical area - patient care, health records, etc; experience with testing/quality assurance processes, experience with several software development lifecycle methodologies, experience creating use cases and UML diagrams, ITIL foundation training) or an equivalent combination of education, training and experience.

Skills And Abilities

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively.
- Physical ability to carry out the duties of the position.
- Ability to write programs in a variety of scripting languages.
- Ability to organize work.
- Ability to operate related equipment (such as Visio and other tools to create UML, process flow diagrams, Cerner, Meditech, ESP applications, automated testing tools)