

## Data QA Analyst

**Benefits:** Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

**Salary range:** \$33.00 to \$33.00 hourly  
**Employment status:** Contract / Temporary

### Description

#### Description:

The Quality Assurance Analyst position includes manually testing and debugging templates at the build amended and end stages of development to relentlessly drive the team towards quality. The Quality Assurance Analyst will drive the development of best practices tools and technology for the markIT quality assurance process. The position requires a great deal of self-motivation attention to detail and a high bar for quality to keep the team moving on pace while eliminating future roadblocks to success. The Quality Assurance Analyst should be a problem solver who likes a challenge and is comfortable working in a dynamic fast-paced environment.

Being able to effectively communicate and passionate about technology is important to this role.

#### As a Team Member in this role you will:

- Complete the Hilton collateral platform template development training to understand the functionality of a template
- Coordinate testing timelines for projects
- Manually test markIT templates
- Create and follow bugs using established system to closure/completion working with team members along the way to answer questions provide direction and collaborate on solutions to problems
- Identify projects that fail to achieve a high standard of quality and communicate this failure to the appropriate team members
- Identify common bugs and work with the team to update systems or processes to resolve future bugs.
- Ensure projects are completed to deadlines. Make the project manager or account team aware if deadlines are at risk
- Work with the project manager to ensure projects are completed to client specification.
- Look for efficiencies to ensure a streamline process
- Own and update artwork requirements documentation
- Act as the main point of contact with external agencies for all logo bespoke collateral and related projects
- Work together with design partners to manage property logo requests
- Build-out new content pages and update existing pages

### Requirements

#### Required Qualifications

- Minimum Education: BA/BS Bachelor's Degree
- Minimum Years of Experience: Three 3 years of related professional work experience
- Experience with Manual Testing
- Understanding of popular web browsers and different mobile and tablet device market share versions and functionality
- Knowledge of basic programing
- Experience working with Agile methodologies and project management software ex. JIRA Air table
- Experience with InDesign and the Adobe Creative Suite

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