



South Yorkshire

POLICE

IT Test Lead Role Profile

District/Department	Information Technology	Rank/Grade	Band F
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Role purpose:	To manage, define and maintain testing standards, procedures, scripts and schedules for all testing cycles including unit, system, integration, user acceptance, regression, upgrade, patch, stress and performance testing over a range of IT systems in business as usual (BaU) and for major projects. To provide test advisory services and managing appropriate testing activities.
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Summary of Main Duties:

Design, agree and implement a shared test strategy across South Yorkshire and Humberside Police. Documenting a testing 'road map' for key systems across both organisations, including the mapping of system dependencies and recommending suitable testing approaches to the IT management team.

Establish and maintain testing Standards, Procedures, Scripts and Schedules for all testing cycles including Factory Acceptance, Site Acceptance, User Acceptance, Regression, Upgrade, Patch, Stress and Performance.

Lead the management and co-ordination of test scoping, planning, and design of test materials, liaising with IT and business users.

Lead the management and co-ordination of testing delivery.

Represent IT Department in communications to internal and client stakeholders at all levels regarding problem status and/or resolution, test execution management and progress, and any other issues relating to the testing process.

Evaluate and respond to customer change in relation to test activities.

Lead Project Managers in the areas of test planning and coordination.

Provide advice to Project teams, and input to the IT Change and Release management processes.

Manage the Test Team resource pool ensuring that all ongoing testing activities are adequately resourced.

Ensure that members of the Test Team are appropriately trained, coached, appraised and developed.

Propose and adopt new ways of working and new processes to ensure that testing is meeting customer needs in the most efficient and effective way.

Any such other duties in keeping with the general character of the post and commensurate with its level of responsibility, grade and requirements of the business.

Ability and willingness to adopt a flexible approach to work and travel across both South Yorkshire Police and Humberside Police sites and other locations.

Competencies/behaviours

Please access the College of Policing website and refer to the **Competency and Values** for a definition of the values and essential behaviours for each required competency level.

Competency

<https://profdev.college.police.uk/competency-values/>

CVF Level

Level 1 – Practitioner

Level 2 – Supervisor/Middle Manager

Level 3 – Senior Manager/Executive

We are emotionally aware

1

We take ownership

1

We are collaborative

1

We deliver, support and inspire

1

We analyse critically

2

We are innovative and open-minded

1

Core values for ALL employees:

Integrity

Impartiality

Public Service

Transparency

Experience, Education and Skills: Ideally between 4 and 6 of each

Essential Criteria (used for short-listing):

Accredited to ISTQB Certified Tester Foundation Level qualification or equivalent experience.

Hold a baccalaureate, relevant IT degree or be able to demonstrate relevant and recent experience at an equivalent level.

Has recent experience of system testing standards and procedures for all testing cycles of system implementation and support.

Can in deal with a range of stakeholders on Release, Programme and Project Boards.

Is able to lead end-to-end test phases from scoping through to execution and production of test completion report, including detailed prioritisation, planning and delivery.

Can demonstrate recent experience of tracking progress of tasks and activities, and preparing reports and statistics to present that progress.

Good interpersonal skills to deal with stakeholders.

Ability to lead, coach and develop a team of Test Lead and Test Support staff, set clear targets, and motivate staff to achieve them.

Is able to use a range of standard office products such as Microsoft Word, Excel, PowerPoint, etc.



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Desirable:

Accredited to ISTQB Certified Tester Advanced Level qualification.

Knowledge of Shared Services business model such as HR, Finance, Payroll and Procurement.

Experience of working in an emergency services organisation.