HILTON WORLDWIDE

JOB DESCRIPTION TEMPLATE

		Scope of Responsibility	Corporate	
Position Title: Lead Quality Analyst			Global	ALL
FLSA	Exempt	**Position Level**	Sr Professional	
Department: Digital Design & Development		**Employment Status**	Full Time	
Work Location type	Corporate	**Reports to title:**	Sr. Manager Build and Quality	
Location: McLean		**Date Written/Revised**	9/24/2017	

Position Statement:

The ideal candidate will have experience beyond the majority of the current team, able to advise the team on strategy and tactics. This person will work full-time in QA Analysis to understand the business requirements and user journeys. The QA analyst will work in direct concert with the development team and have a deep understanding of systems integration

Position Summary:

Must have strong system analysis skills and knowledge. Must be able to quickly grasp the big picture for development and testing, and make effective design decisions regarding division of functionality amongst layers, e.g. tools, tests, etc. Must have good communications skills, work well within a team, able to interact effectively with the development and dev architecture team, present a good image to the client, including appearance, on-time presence, strong work ethic, good interpersonal skills, etc.

Direct Reports:

Manager, Systems Architecture

Brands supported:

☐ Canopy	☐ Waldorf Astoria	☐ Conrad	☐ Hilton	☐ DoubleTree	☐ Embassy Suites
☐ Hilton Garden Inn	☐ Curio	☐ Hampton Inn	☐ Homewood Suites	☐ Home2	☒ All ☐ HGV

Please list the specific qualifications, years of experience, knowledge, skills and abilities needed for this position

Required Qualifications	*Preferred Qualifications*
• Senior level test Analyst • Interact with development team to understand architecture and service layer requirements • Review and understand business requirements and use cases • Skilled in automation tools such as Selenium, • Develop system and system integration test scenarios • Suggesting improvements as	• Bachelor's Degree in Computer Science • Minimum 5 year of recent experience in testing • Hands on automation experience at least 25% in last 2-3 projects • Knowledgeable in DevOps processes and Cloud concepts; experienced in Agile with Continuous Testing and Continuous Integration • Know web service testing. Experience in SoapUI Pro is a plus • Able to build mock service for testing,

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	Required Qualifications	Preferred Qualifications
	appropriate.	experience in ServiceV is a plus
	• Create workflows for integrating different system automation scripts	• Experience with a continuous integration tool like Bamboo or Jenkins
	• Write reusable functions, both application independent and application dependent	• 3+ years of hands-on experience in test automation architecture
	• Evaluate reported defects and oversee re-testing of prioritized defects	• Performance testing knowledge
	• Work closely with developers and testers as needed to create and maintain scripts, and log defects	
	• Prepare test data or work with data analysts to define test data needs	
	• Log defects with associated documentation using JIRA; work with development team to explain and help resolve defects	
	• Provide status reporting; attend daily standup meetings when working in an Agile/Kanban team	
	• Quickly learn and understand platforms and existing applications that are undergoing upgrades	
	• Maintain complete confidentiality of client business and strategies.	
Education	BA/BS/Bachelor's Degree	MS/MA/Master's Degree
License/ Certificates	N/A	N/A
Years of related experience	7+	10+
Years of management or supervisory experience	N/A	4+
Management or supervisory experience type	N/A	Supervisory
Add'l requirements (i.e. % of travel, etc.)	25%	30%

Please complete the below section for Hotel positions:

Physical Activity	Frequency		Physical Activity	Frequency

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Physical Activity	Frequency	Physical Activity	Frequency
Standing	Occasional	Near Vision	Constant
Sitting	Frequent	Far Vision	Occasional
Walking, Climbing Stairs	Occasional	Hearing	Constant
Crouching, Bending, Stooping	Occasional	Talking	Constant
Reaching	Occasional	Smelling	Rare
Grasping	Occasional	Lifting/Carrying	Occasional
Pushing/Pulling	Occasional	Travel	Frequent

Team Member Name (Please Print) _____

Team Member Signature _____ Date _____