

Selection Documentation

2024 Technologist Campaign

Applications Tester

Level 4 – 5 (\$89,990 - \$104,805)

ASIS is Australia's overseas secret intelligence collection agency. Its mission is to protect and promote Australia's vital interests through the provision of intelligence services as directed by the Australian Government. Its work can involve collecting intelligence relating to national security, international relations and economic issues. It also contributes to Australia's coordinated national efforts against terrorism, proliferation of weapons of mass destruction, and trans-national issues such as people smuggling.

ASIS employs people in a wide range of roles, including technologists. These roles require dynamic team players who enjoy working with stakeholders, team members and individually on projects. ASIS is looking for people who will be able to meet tight deadlines and work to support ASIS priorities. Successful candidates will have excellent coordination and administration skills, excellent verbal and written communication skills; and, strong stakeholder engagement and influencing skills. Relevant tertiary qualifications and demonstrable experience will be highly regarded.

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander People, women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds.

We offer a competitive salary package including 22 days annual leave, shutdown between Christmas and New Years Day, 15.4% employer superannuation contribution, access to flex time (up to Level 6 only) and generous paid parental leave. Full and part time positions as well as flexible work hours can be negotiated.

All positions are office-based and located in Canberra. **This role requires the successful applicant to obtain and maintain a Security Clearance.**

Role: Applications Tester (L4 and 5)

The Applications Tester plays a crucial role in the quality assurance and testing of software applications. This role involves ensuring that software applications meet high-quality standards, are free of defects, and function effectively, which is essential for the successful delivery of effective services and programs. The Applications Tester works closely with development teams, the SCRUM team, Product Owners and stakeholders to identify and rectify issues and improve the overall user experience.

Key Responsibilities and Tasks

- **Test Planning:** Develop and execute comprehensive test plans and strategies for software applications, considering the specific requirements and objectives of each project
- **Test Case Design:** Create detailed test cases, scripts, and scenarios to thoroughly assess the functionality, performance, and security of applications

- Test Execution: Perform systematic and rigorous testing of software applications, including functional, integration, regression, and performance testing
- Defect Identification and Reporting: Identify, document, and prioritize defects and issues discovered during testing, providing clear and actionable information to developers for resolution
- Test Automation: Develop and maintain test automation scripts to streamline testing processes and increase test coverage
- User Acceptance Testing (UAT): Collaborate with end-users and stakeholders to conduct UAT, ensuring that the application meets the needs and expectations of its intended users
- Continuous Improvement: Contribute to the improvement of testing processes, methodologies, and tools to enhance the efficiency and effectiveness of software testing activities
- Documentation: Maintain comprehensive and accurate records of test plans, test cases, test results, and other testing-related documentation
- Communication: Effectively communicate test progress, test results, and testing issues to project managers, developers, and other stakeholders
- Collaboration: Work closely with cross-functional teams, including developers, business analysts, and project managers, to ensure alignment and understanding of testing goals and objectives
- Compliance: Ensure that software testing activities comply with relevant standards, regulations, and security requirements
- Collaborate with cross-functional teams to integrate Agile methodologies, such as Scrum, into testing processes

Core Skills / Education, qualification and experience requirements

One or more of the following:

- Familiarity with various testing methodologies, tools, and frameworks
- Strong analytical and problem-solving skills
- Knowledge of test automation tools and scripting languages
- Excellent communication and interpersonal skills
- Ability to work collaboratively in a team environment
- Attention to detail and a commitment to delivering high-quality results
- Proficiency in using Agile management tools to manage tasks and track progress

Experience in the following would be beneficial, but not essential:

- A degree in computer science, information technology, or a related field is preferred
- Proven experience in software testing and quality assurance would be beneficial
- Relevant certifications in software testing are advantageous

Selection Criteria

Candidates are not required to provide a separate written response to the ILS capabilities (below), however, candidates are encouraged to consider the capabilities in preparing their application, as each candidate will be assessed on their ability to demonstrate behaviours aligned to the capabilities for the position.

For more information on the ILS, tips on applying for jobs in the Public Service, go to the APSC website found at www.apsc.gov.au.

Supports Strategic Direction

- Supports shared purpose and direction;
- Thinks strategically;
- Harnesses information and opportunities; and
- Shows judgment, intelligence and common sense.

Achieves Results

- Identifies and uses resources wisely;
- Applies and builds professional expertise;
- Responds positively to change; and
- Takes responsibility for managing work projects to achieve results.

Supports Productive Working Relationships

- Nurtures internal and external relationships;
- Listens to, understands and recognises the needs of others;
- Values individual differences and diversity; and
- Shares learning and supports other.

Displays Personal Drive and Integrity

- Demonstrates public service professionalism and probity;
- Engages with risk and shows personal courage;
- Commits to action;
- Promotes and adopts a positive and balanced approach to work; and
- Demonstrates self-awareness and a commitment to personal development.

Communicates with Influence

- Communicates clearly;
- Listens, understands and adapts to audience; and
- Negotiates confidently.

Job Specific Requirements

- Demonstrated experience and education relevant to the role.

HOW TO APPLY

Applicants will need to apply **ONLINE** via our website.

Applicants will be required to attach a resume and submit a maximum 800 word pitch outlining their relevant experience, skills and knowledge to perform the duties of the role.

You will be asked what level you are applying for.

Applicants are encouraged to consider the capabilities when preparing their application, as this will form the basis of selection assessment. For more information and tips on applying for jobs in the Public Service, search 'Joining the APS' at www.apsc.gov.au.

After application submission, you may receive an SMS requesting you to complete online testing. Please ensure you complete this as your application will not be progressed otherwise.

APPLICATIONS CLOSE: Refer to date on website

ELIGIBILITY

Candidates must be Australian citizens.

The successful candidate will be required to obtain and maintain a security clearance.

REASONABLE ADJUSTMENTS

All requests for reasonable adjustments will be considered and managed in consultation with you. We will continue to ask you if you require reasonable adjustments at each stage of the process. If you are successful in gaining employment, reasonable adjustments can also be made available to you in performing your role.

WHAT HAPPENS NEXT?

You may receive a SMS requesting you to complete online testing. Please ensure you complete this as your application will not be progressed otherwise.

Please do not tell anyone about your application with our organisation at this stage of the process as doing so may harm your suitability for employment with us.

A merit list will be established for candidates who are suitable and will remain valid for a period of 18 months.

We thank you for the time and effort you have put into your application; however, we are unfortunately unable to provide feedback to unsuccessful candidates.