

Position	Title:	No.:	Reports to:	Title:	No.:
	Test & Environment Lead	HSF218		IS Leader	HSF062
Business Unit:	Information Services		Division:	Risk, Product and Information Services	

Organisational Overview:

At HomeStart we believe that affordable home ownership is essential to the health, wellbeing and ongoing sustainability of our communities. HomeStart's role, within the framework of government policy, is to provide leadership and innovation in the housing finance sector by enabling more South Australians to fulfil their home ownership dreams. We do this through the provision of innovative housing finance solutions. More importantly, we do this through our core strength – our people.

Position Purpose:

The Test and Environment Lead oversees all aspects of software testing across HomeStart, ensuring environments are properly configured, maintained and utilised for efficient and effective testing processes. This role ensures that test environments are properly configured, maintained, and utilized, facilitating effective and efficient testing processes. This role is also required to collaborate with cross-functional teams to ensure testing efforts align with project goals, timelines and quality standards.

Positions reporting to this position:

- Test Analysts

Other significant working relationships:

Internal: Project Delivery Teams and IS Team
External: IS Service Providers and Vendors.

Primary Outcomes & Accountabilities

Key Results Areas

Performance Measures

Operational Responsibilities	<ul style="list-style-type: none"> Formulate comprehensive test plans and strategies that align with project objectives, ensuring thorough coverage and adherence to quality standards. Oversee the creation, configuration, and maintenance of test environments, ensuring they are stable, reliable, and accurately reflect production settings. Coordinate the scheduling and allocation of test environments to various teams, optimising resource utilisation and minimising conflicts. Lead the execution of test cases, monitor progress, and ensure that all test results are accurately recorded and reported. Serve as the primary liaison between testing teams and other stakeholders, providing regular updates on testing progress, issues, and outcomes. Continuously evaluate and enhance testing processes and methodologies to improve efficiency and effectiveness.
Strategy & Planning	<ul style="list-style-type: none"> Promote HomeStart's strategic vision, direction and purpose to the team and ensure each team member is aware of their role and contributions to the organisation and its objectives. In consultation with relevant team members, develop and implement operational plans, projects and initiatives aimed at executing the Strategic Deployment Plan (SDP). Monitor outcomes and provide regular reports on progress against SDP plan targets to relevant areas of the organisation.
People Leadership	<ul style="list-style-type: none"> Conduct performance planning sessions with team members to develop objectives in accordance with HomeStart's performance management system. Maintain regular reviews and one-on-one follow ups, and conduct bi-annual performance reviews with team members against individual performance plans. Provide constructive feedback to team members at regular intervals to resolve any issues and ensure achievement of objectives is on track. Identify and manage poor performance and provide guidance for team members in dispute resolution. Identify development objectives for team members that address professional development needs and reflect career aspirations. Provide developmental coaching and functional and management guidance to direct reports. Ensure optimal utilisation of employee skills and expertise through allocation of work duties and projects.
Corporate Responsibilities	<ul style="list-style-type: none"> Work in accordance with the Code of Ethics for South Australian Public Sector, and legislative requirements including but not limited to: <ul style="list-style-type: none"> Work Health and Safety Act 2012 (SA) and when relevant WHS Defined Officers must meet due diligence requirements. Equal Employment Opportunities (including prevention of bullying, harassment and intimidation). Disability Discrimination. Independent Commissioner Against Corruption Act 2012 (SA) Relevant Awards, Enterprise Agreements, Public Sector Act 2009, Relevant Australian Standards. Duty to maintain confidentiality. Smoke Free Workplace.

- Applying the principles of the HomeStart's Risk Management Policy and Practices.
- Ensure own and team compliance to HomeStart's financial policies and procedures.
- Ensure that all legal responsibilities attached to this role as noted in the Compliance Register are discharged, are properly recorded in the Risk Management System (RMS) and any breaches of these requirements are recorded as incidents in the RMS.
- Understand and follow workplace safety initiatives and procedures, identify hazards and contribute to a safe working environment.

Values Profile

Opportunity	<i>We provide belief, hope and possibility for others. We want to empower people with opportunities and solutions, then let them get on with it!</i>
Determination	<i>We are motivated by the hopes, dreams and ambitions we can help fulfil, and the stories of those we've helped succeed already. We are relentless in finding a way forward and will never give up.</i>
Openness	<i>We are open, inclusive and accepting of others' perspectives. Our conversations are honest and transparent. We choose understanding and empathy. We welcome new ideas and diversity in thought.</i>
Simplicity	<i>We're always looking to make things easier. We speak in simple terms and seek to help others' understanding. We try to simplify our work at every step.</i>

Other Requirements

Essential Criteria

- At least 5 years of experience in managing software testing and release management within an organisation with a medium to high level of IS maturity.
- Experience in the scheduling and allocation of test environments to minimise conflicts.
- Ability to converse with both end-users and IT employees at all levels of the organisation.
- Well-developed ability to communicate technical concepts to non-technical people effectively.
- Sound understanding of the principles and practices of software testing.
- Good understanding of all aspects of the systems/software development life cycle.
- Proven ability to analyse and resolve problems, recommending effective solutions.
- Continuously evaluate and enhance testing processes and methodologies to improve efficiency and effectiveness.
- Sound technical specification writing/documentation skills.
- Strong customer service focus.
- Very high attention to detail.

Desirable Criteria

- Experience in testing Biztalk Integrations.
- Experience working within the financial services industry.

Special Conditions

- National Criminal History Record Check (Police Check) on commencement (no more than 12 months old)
- May be required to act in higher level positions, or assume additional accountability, as and when required.
- Flexibility in working across business units as required.
- May be required to work reasonable overtime with notice.
- Some out of hours, weekend work and intrastate/interstate travel may be required.