



**MED2020 Health Care Software Inc.** is looking to fill the position of **Quality Assurance Specialist (Location - Ottawa)**.

The Quality Assurance Specialist (QAS) is responsible for writing and executing test plans, maintaining test environments and providing product validation using proven software testing practices and methodologies. He/she works towards reducing errors or problems within the products to ensure that MED2020 can increase client sales and have a positive impact on their clients' business. The QAS ensures that all products meet identified specifications as required by CIHI, Provincial Ministries of Health and/or other regulatory agencies, the client and any 3rd party agency/company. Support is also provided to the client service representatives, developers and clients on system specifications and functionality as required.

**Education / Experience:**

- Successful completion of a minimum 2 year community college technical program or equivalent professional experience
- Minimum 2 years experience within QA or QC departments in the software industry
- Experience with Lionbridge VeriTest® service
- CHIM certification or Canadian health records experience - a definite asset
- Experience with MED2020 products - a definite asset

**Technical and business skills:**

- Understanding of Microsoft SQL Server technologies
- Understanding of Microsoft server/workstation technologies
- Demonstrated competence in MS Office applications
- Demonstrated competence with Crystal Reports or other reporting tools (an asset)
- Sound working knowledge of CIHI data collection, grouping and submission requirements
- Respect for confidentiality and privacy of personal health information.
- Other assets: Citrix, SQL Reporting Services

**Soft skills:**

- Excellent communication, interpersonal and problem solving skills
- Ability to work both independently and within a team
- Organized and details oriented
- Bilingualism (English / French) – an asset

**Summary of Essential Job Functions:**

- Ensure tickets for all releases / patches are thoroughly tested
- Create, perform and maintain test scenarios/plans for each product/module/conversion
- Perform system maintenance and updates to all QA databases used for the purpose of interface, product, conversion, ad-hoc testing and troubleshooting
- Ensure your hardware is maintained and up-to-date.
- Proofread all documents that will be submitted to clients prior to their release.
- Follow all relevant Quality Management System procedures as they pertain to the operation of the QA department and general office responsibilities

Submit your resume to Ruth Barrett (Human Resources) [ruth@med2020.ca](mailto:ruth@med2020.ca) with "QA Specialist" in the email subject line. Resumes must be received by March 9<sup>th</sup>, 2010.

Please note that only those who meet the specified criteria will be contacted for an interview.

This job posting is intended as a guide to reflect principal functions of the job. However, it is not an all-inclusive listing of the required job functions. Further, the job description is subject to change at the discretion of management.