

**DUTY STATEMENT**

EFFECTIVE DATE

BRANCH

Technology Services

POSITION NUMBER (Agency – Unit – Class – Serial)

815 - 640 - 1414 - 905

DIVISION/UNIT

Pension Solution Project

CLASS TITLE

Information Technology Specialist II

INCUMBENT NAME

VACANT

WORKING TITLE

Senior Test Automation Developer

CalSTRS is dedicated to securing the financial future and sustaining the trust of California’s educators through customer service, accountability, leadership, strength, trust, respect, and stewardship.

Under the general direction of the Information Technology Manager I, Technical/Test Manager, the Information Technology Specialist II serves as a Senior Developer with responsibility for CalSTRS technical activities related to development, preparation, and execution of the CalSTRS automated technical tests, leading in the development of learning maintenance and operations of the new system, and other related technical activities for the Pension Solution Project. The incumbent will act as a senior software developer, leading and working on complex problems, and will independently perform and/or guide the complex studies and activities related to CalSTRS technical aspects of the Pension Solution project.

% of time performing duties

Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first.

35%

**ESSENTIAL FUNCTIONS**  
**Software Development**

Create, develop and manage test automation focused on the use of Python with Robot Framework and Selenium Library, and a custom proprietary Python/HTML based interface with a SQL Server backend. Development includes support of a C#/.net application with the related SQL Server backend database. In the senior developer role, duties include both hands-on and lead work in the full Systems Development Life Cycle (SDLC) of software development. Provide guidance to other developers to assist in determining the overall path for test automation and application development as it relates to the Pension Solution project to implement and maintain the new BenefitConnect (BC) application with associated portals and interfaces. Additionally, automation will support backend testing using a variety of tools including Excel and Python to analyze results housed in the SQL Server database. Create and lead the development of automation utilizing other available tools as appropriate for functionality not supported properly by Robot Framework such as Excel, SQL, and Python. Work with the solution vendor and other teams to provide support for the development and maintenance of the BenefitConnect application using C#/.net with SQL Server. Analyze and provide guidance on the evaluation of test scripts to determine methods to automate business functionality. Maintain test scripts for both enhancement and general maintenance. Produce and maintain documentation of software developed. Provide knowledge transfer to peers and colleagues of workload and to share skills and techniques. Research, provide updates, and advise on opportunities for continuous improvement of automated tests.

30%

**Regression Test Planning**

Participate and provide guidance in the planning effort for overall regression testing focused on automated test execution, as well as the planning for manual regression and how it is complemented by automated tests. Collaborate as part of a cross-functional team to determine aspects of BC suitable for overall regression testing. Analyze and determine which regression tests are best suited for automation, manual, or a hybrid test approach. Communicate with project managers and leads to prioritize the tests into release packets. Provide knowledge transfer to peers and colleagues of workload and to share skills and techniques. Create, develop and maintain related documentation on the regression tests (e.g., how they work, what they are, how to execute, how to triage results, etc.).

30%

**Test Execution**

Perform duties as a lead in the execution of both the manual and automated tests to provide quality assurance. Collaborate with project and business staff on the review and triage of test results to determine if defects were found. Communicate with the project defect management team and related software to raise defects for eventual retesting and closure. Lead and guide the execution of automated tests to support software development and quality. Lead and guide the execution of manual tests in support of both automation and manual test efforts. Analyze and provide guidance/support for the analysis of results and participate in triage of test results with business and technical staff. Research and provide updates of opportunities for continuous improvement of test execution. Provide knowledge transfer to peers and colleagues of workload and to share skills and techniques.

5%

**MARGINAL FUNCTIONS**

Provide technical and overall support to other teams.

**COMPETENCIES**

Core Competencies. All employees are responsible for understanding and demonstrating CalSTRS’ core competencies:

- Adaptability/Flexibility
- Communication
- Customer/Client Focus
- Teamwork
- Work Standards/Quality Orientation

Classification Competencies. All employees are expected to understand and demonstrate their position’s CalSTRS class competencies:

- Decision Making
- Diagnostic Information Gathering
- Ethnics and Integrity
- Influencing Others
- Interpersonal Skills for Relationship Building
- Planning and Organizing
- Professional and Personal Development
- Technical/Professional Knowledge and Skills
- Thoroughness

**CONDUCT AND ATTENDANCE EXPECTATIONS**

- Communicate effectively with individuals from varied experiences, perspectives and backgrounds
- Deal with individuals in a tactful, congenial, personable manner
- Must maintain consistent and regular attendance
- Adhere to CalSTRS policies and procedures
- Ability to support and model CalSTRS Core Values

**WORKING CONDITIONS AND PHYSICAL ABILITIES REQUIRED OF THE JOB**

- Occasional overnight in state/out of state travel
- Occasional travel to various locations for training and/or meetings
- Prolonged periods of standing or sitting
- Work in a high-rise building, in an open space environment
- Ability to use a computer keyboard several hours a day
- Read from computer screens several hours a day
- Ability to move up to 10 pounds

Responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation by adhering to CalSTRS’ policies and processes. Responsible for participating in mandated HR or EEO training workshops (i.e. Sexual Harassment, EEO, etc.).

**To be reviewed and signed by the supervisor and employee:**

**SUPERVISOR’S STATEMENT:**

- I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH THE EMPLOYEE
- I HAVE SIGNED AND RECEIVED A COPY OF THE DUTY STATEMENT

SUPERVISOR’S NAME (Print)

SUPERVISOR’S SIGNATURE

DATE SIGNED

815-640-1414-905

**EMPLOYEE'S STATEMENT:**

- I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH MY SUPERVISOR
- I HAVE SIGNED AND RECEIVED A COPY OF THE DUTY STATEMENT
- I AM ABLE TO PERFORM THE ESSENTIAL FUNCTIONS LISTED WITH OR WITHOUT REASONABLE ACCOMMODATION
- I UNDERSTAND THAT I MAY BE ASKED TO PERFORM OTHER DUTIES AS ASSIGNED WITHIN MY CURRENT CLASSIFICATION, INCLUDING WORK IN OTHER FUNCTIONAL AREAS AS BUSINESS NEEDS REQUIRE

EMPLOYEE'S NAME (Print)

EMPLOYEE'S SIGNATURE

DATE SIGNED

**DUTY STATEMENT**

EFFECTIVE DATE

BRANCH

Technology Services

POSITION NUMBER (Agency – Unit – Class – Serial)

815 - 640 - 1402 - 905

DIVISION/UNIT

Pension Solution Project

CLASS TITLE

Information Technology Specialist I

INCUMBENT NAME

VACANT

WORKING TITLE

Test Automation Developer

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Under the direction of the Information Technology Manager I, Technical/Test Manager, the Information Technology Specialist I serves as the Test Automation Developer with responsibility for CalSTRS technical activities related to development, preparation, and execution of the CalSTRS automated technical tests, leading in the development of learning maintenance and operations of the new system, and other related technical activities for the Pension Solution Project. The incumbent will act as a software developer, leading and working on complex problems, and will independently perform and/or guide the complex studies and activities related to CalSTRS technical aspects for the Pension Solution project.

% of time performing duties

Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first.

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**ESSENTIAL FUNCTIONS**  
**Software Development**

Create, develop and provide consultation in support of managing test automation focused on the use of Python with Robot Framework and Selenium Library, and a custom proprietary Python/HTML based interface with a SQL Server backend. Development includes support of a C#.net application with the related SQL Server backend database. In the developer role, duties include both hands-on and lead work in the full Systems Development Life Cycle (SDLC) of software development. Act as a lead to assist in determining the overall path for test automation and application development as it relates to the Pension Solution project to implement and maintain the new BenefitConnect (BC) application with associated portals and interfaces. Additionally, automation will support backend testing using a variety of tools including Excel and Python to analyze results housed in the SQL Server database. Create and lead the development of automation utilizing other available tools as appropriate for functionality not supported properly by Robot Framework such as Excel, SQL, and Python. Work with the solution vendor and other teams to provide support for the development and maintenance of the BenefitConnect application using C#.net with SQL Server. Analyze and provide guidance on the evaluation of test scripts to determine methods to automate business functionality. Maintain test scripts for both enhancement and general maintenance. Produce and maintain documentation of software developed. Provide knowledge transfer to peers and colleagues of workload and to share skills and techniques. Research and provide updates on opportunities for continuous improvement of automated tests.

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815-640-1402-905

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