



Role Statement

Position title: Test Analyst

Position no:

Classification: ASO5

Review date: 21 May 2026

Directorate: Planning and Building

Business unit: PlanSA

About us

Our department's primary objective is the delivery of homes and housing options for South Australians. In response to the national housing crisis, we are committed to accelerating the build of a diverse range of housing options. We strive to find solutions to the urgent demand for housing security.

Our mission focuses on coordinating various portfolios related to housing, housing infrastructure, urban development, and planning. By ensuring sound decisions and efficient management, we strive to create sustainable, well-planned communities offering safe and affordable housing options.

Planning and Building, a directorate of the Department for Housing and Urban Development is an innovative and impactful team of land and built environment professionals that manage the planning and land use systems and policy tools for the state. This includes strategic planning, growth management, design and land use services – all with a focus on creating more vibrant, diverse and engaging places for our communities to thrive.

Join us in our endeavour to address one of the most pressing challenges of our time and make a tangible difference in the lives of our community.

OUR VALUES: Professionalism | Service | Respect | Courage and Tenacity | Collaboration and engagement | Trust | Sustainability | Honesty and Integrity |

About this role

The Test Analyst (Project Role) is responsible for delivering high-quality testing outcomes within defined project lifecycles. Reporting to the Test Lead, the role contributes to the successful delivery of project objectives by planning, designing, and executing testing activities aligned to scope, timelines, and deliverables.

Working under broad direction, the Test Analyst evaluates system functionality against business and technical requirements, identifies defects, and supports remediation to ensure project deliverables meet acceptance criteria, or transformation initiatives.

The PlanSA system for which this project role is responsible comprises multiple sub-systems including:

- Development Application Processing System (DAP)
- Plan SA Portal
- Planning Information Exchange
- Online Planning & Design Code
- Document Management System
- Operational Data Store

Who will you work with

- Project Manager and Delivery Manager
- Business Analysts and Developers
- Testing Team members
- Business Stakeholders and Subject Matter Experts (SMEs)
- Team members from PlanSA Service Desk and Service Delivery and Support Team
- PlanSA and Planning and Building Leadership teams.

Conditions

- Some out of hours' work may be required.
- Some intra state, international and interstate travel may be required.
- Required to maintain a safe working environment by adopting appropriate hazard management practices consistent with the role.
- Compliance with Government legislation, Code of Ethics for the SA Public Sector, Departmental policies and procedures, including information management, WHS and injury management, risk management, and the access / equity / diversity strategies of the public sector.
- Required to obtain a National Police Check prior to employment.
- A renewal will be required every 3 years.

What you will do

Key Responsibilities	Specified Duties	Performance Indicator / Measurement
Project Test Delivery	- Analyse project requirements, user stories, and design documentation to determine test scope and strategy - Develop detailed test plans, test cases, and test scripts aligned with project deliverables - Provide effort estimates for testing activities during project planning and sprint cycles - Execute various levels of testing (system, integration, UAT support) within agreed project timelines - Identify, log, track, and re-test defects to support timely resolution - Collaborate closely with developers and business stakeholders to clarify requirements and resolve issues - Provide clear and timely reporting on testing progress, defects, risks, and quality status. - Ensure all deliverables meet defined entry and exit criteria for test phases	- Test activities delivered within agreed project timelines - Test coverage aligns with project requirements and acceptance criteria - Defects are accurately identified, prioritised, and resolved within project deadlines - Risks and issues are escalated proactively and managed effectively - Deliver system enhancements with minimal defects being identified in Production environment - Comprehensive testing in Test environment to minimise patches into PreProduction environment
Quality Assurance and Continuous Improvement	- Contribute to the improvement of project testing practices, tools, and processes - Identify opportunities to optimise testing efficiency within the project context - Support the implementation of automation or improved test approaches where applicable	- Adoption of improved testing practices within the project - Demonstrated efficiency gains in testing delivery

Stakeholder Engagement

- Ensure adherence to project testing frameworks, standards, and governance
- Maintain effective communication with project stakeholders regarding testing progress and outcomes
- Support business users during UAT phases, including guidance and defect triage
- Build collaborative relationships across project teams to support delivery outcomes

- Positive Stakeholder feedback
- Effective collaboration across project delivery teams

Team and Cultural Contribution

- Contribute to a positive, collaborative, and inclusive project team environment
- Adhere to Work Health and Safety policies and departmental standards
- Demonstrate professionalism, adaptability, and accountability in a dynamic project environment

- Compliance with organisational policies and behaviours
- Positive contribution to team culture and engagement

The capabilities you will bring**Technical expertise
(Essential)**

- Proven experience (2-3 years) in software testing
- Well-developed, applied knowledge of Software Testing Life Cycle, System Development Life Cycle and Agile delivery methodologies.
- Experience executing system, integration and UAT testing.
- Experience with API/integration testing, including knowledge of tools such as Postman.
- Experience with Defect Management process and tools (eg. JIRA)

**Technical expertise
(Desirable)**

- ISTQB Foundations in software testing.
- Experience in government or large enterprise project environments.
- PlanSA System and Business process knowledge and experience

Personal Abilities

- Ability to translate complex requirements into effective test scenarios and test cases.
- Strong communication, with the ability to engage stakeholders.

Experience

- Experience within a similar testing specific role.
- Experience in testing within cloud environments.
- Experience in testing stored procedures.