

## POSITION DESCRIPTION

<b>Position Title</b>	Software Automation Engineer		
<b>Organisational Unit</b>	Information Technology		
<b>Functional Unit</b>	Application and Integration Services		
<b>Nominated Supervisor</b>	National Manager, Application and Integration Services		
<b>Classification</b>	HEW 7		
<b>CDF Level</b>	HEW 7 CDF1	<b>Position Number</b>	10610789
<b>Attendance Type</b>	Full Time	<b>Date reviewed</b>	25-JUN-2024

### ABOUT AUSTRALIAN CATHOLIC UNIVERSITY

Mission Statement: *Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.*

At ACU we pride ourselves on offering a welcoming environment for everyone. At the same time, we are a university committed to standing for something clear. We stand up for people in need and causes that matter. ACU's Mission is central to the University and informs every area – integrating the dignity of the human person, the common good, and ethical and social justice considerations into our core activities of student learning and teaching, research and service.

We are a publicly funded university which has grown rapidly over the past few years. We're young, but we are making our mark: ranking among the top universities worldwide. We have seven campuses around Australia, more than 200 partner universities on six continents, and a campus in Rome, Italy.

We know that our people make us a university like no other. It's your values, action and passion that makes the difference. Whatever role you may play in our organisation: it's what you do that defines who we are.

We value staff, offering excellent leave and employment conditions, and foster work environments where they have the ability to grow and develop. We continue to invest in our facilities and workplaces, and actively involve staff in shaping the future direction of the organisation.

Each portfolio consists of several Faculties, Research Institutes or Directorates. The Vice President drives both the Identity and the Mission of the University. In addition, Campus Deans focus on the University's local presence and development of the University at the local 'campus' level. For further information about the University please refer to the Organisation Chart.

All our staff contribute to the achievement of our goals set out in ACU's Vision 2033 and aim to provide high quality services with a strong focus on service excellence. Several frameworks and standards also express the University's expectations of conduct, capability, participation and contribution of staff.

## **ABOUT INFORMATION TECHNOLOGY**

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Operating within the ACU's Corporate Services Portfolio, the Information Technology Directorate's core purpose is to deliver and manage the technology capabilities required to enable learning, teaching, research and business support functions across ACU to achieve their strategic and operational objectives and to foster a culture of digital innovation that enables the advancement of ACU's offer and execution, student experiences, and its industry partnerships.

The Information Technology Directorate is led by the Chief Information and Digital Officer (CIDO) and a leadership team of five direct reports, each representing distinct areas of focus required to realise its purpose, namely, Enterprise Capabilities, Data Excellence, Cyber Security, Service Delivery, and Digital Innovation & Change.

## **ABOUT ENTERPRISE CAPABILITIES**

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Enterprise Capabilities enables the university to deliver and maintain robust, dynamic, secure and highly available systems to support the delivery of strategic priorities and operational needs.

This function focuses on operational efficiency, excellence in service delivery, security, availability, access, and reliability, for platform and application services. These services support research, high-quality teaching and learning and corporate services. The department contains two organisational units, Applications & Integration Services and Digital Platform Services.

- Application and Integration Services are responsible for implementing, integrating, supporting, and maintaining applications across the ACU enterprise portfolio of applications. Core applications supported include the Student Management and related satellite systems, public and staff websites and the Student Portal. Integrating on-premises systems with the increasing number of Software as a Service applications used by ACU, is a significant enabler of business process improvement and efficiency.
- Digital Platform Services are responsible for critical platforms and core technologies including compute, storage, back-up, enterprise multi-state campus networks including firewalls, single sign-on, operating systems, database, and communication systems administration. ACU is moving to public cloud services and minimising on-premises infrastructure in as many areas as possible.

## **ABOUT DIGITAL PLATFORM SERVICES**

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Digital Platform Services are responsible for critical platforms and core technologies including compute, storage, back-up, enterprise multi-state campus networks including firewalls, single sign-on, operating systems, database, and communication systems administration. ACU is moving to public cloud services and minimising on-premises infrastructure in as many areas as possible. Digital Platform Services leverages relationships with multiple strategic partners and managed service providers to deliver many of these services.

## POSITION PURPOSE

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The Software Automation Engineer will focus on implementing automation frameworks, developing automated performance and regression scripts, developing test strategies for testing solutions and maintaining and improving test suites.

The role will work closely with developers within the team, business stakeholders and engage with other teams within the IT Directorate.

As an experienced testing and quality assurance subject matter expert they will advise and consult with business system owners and the IT Directorate on enhancing and maximising benefits out of existing testing practices and solutions in accordance with industry best practices and standards.

The Software Automation Engineer will also explore, recommend and implement automated testing tools to further enhance the ACU's testing capability. Included in the capability will be recommendation for load and performance testing.

## KEY RESPONSIBILITIES

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### Introduction

A number of frameworks and standards express the University's expectations of the conduct, capability, participation and contribution of staff. These are listed below:

- [ACU's Vision 2033](#)
- [Catholic Identity and Mission](#)
- [ACU Capability Development Framework](#)
- ACU Staff Enterprise Agreement 2022-2025
- [ACU Staff Reconciliation Action Plan](#)

The [Capability Development Framework](#) in particular is important in understanding the core competencies needed in all ACU staff to achieve the University's strategy and supports its mission.

Responsibility	Scope
Build low-code software working software and implement test automation frameworks across various platforms.	The position contributes to activities; outcomes and goals; that are implemented and have impact across the University
Experience with establishing and maintaining tests within the CI/CD pipelines. Ensure that source code, unit tests and pipelines are handled in an automated, repeatable manner. Publish test metrics to meet the expected test coverage.	The position mainly contributes to activities; outcomes and goals within their immediate team or work unit
Identify, design, execute and maintain API, Data, Performance and Regression suites fit for purpose across various platforms.	The position contributes to activities; outcomes and goals; that are implemented and have impact across the University

<b>Responsibility</b>	<b>Scope</b>
Provide thought leadership and direction in the automation testing domain, including coaching and on-the-job training to enhance and uplift team capabilities.	The position mainly contributes to activities; outcomes and goals within their immediate team or work unit
Facilitate/lead stakeholder engagements and vendors meetings on any testing activities. Undertake manual testing if required.	The position mainly contributes to activities; outcomes and goals within the faculty/directorate/organisational unit
Develop and critically analyse testing activities, including outlining the testing scope, exclusions, timeframes, justifications and approaches suitable for review and approval.	The position mainly contributes to activities; outcomes and goals within their immediate team or work unit
<p>Design tests to improve the quality of application performance and reduce operational risk.</p> <p>Interpret, execute and document complex test scripts using agreed methods and standards. Record and analyse actions and results, maintain a defect register and provide specialist advice on progress, anomalies, risks and issues.</p> <p>Monitor, evaluate and report on testing progress, risks and issues to key stakeholders to facilitate stakeholder engagement and management.</p>	The position mainly contributes to activities; outcomes and goals within their immediate team or work unit
Actively contribute to knowledge creation within Application Services and the broader IT team by adopting information and knowledge sharing practices, embracing best practice and development opportunities.	The position mainly contributes to activities; outcomes and goals within their immediate team or work unit

## HOW THE ROLE OPERATES

The position will need to seek approval from their supervisor before making changes to processes and procedures.
The position is expected to demonstrate critical thinking to make recommendations; to meet changing demands; and provide business aligned solutions.
The position needs to build relationships with staff across the organisation to perform their duties.
This position does not have managerial responsibilities.

## SELECTION CRITERIA

<b>Qualifications, skills, knowledge and experience:</b>	<ul style="list-style-type: none"> <li>• Qualification - Degree in IT or related discipline. Relevant certifications, Cloud certification highly regarded.</li> <li>• Experience - Undertake development capabilities with a solid understanding of backend, frontend, systems and data domains. Experience with development and/or automation tools .NET, C#, JavaScript, HTML/CSS, React, Node, SQL, JUnit,</li> </ul>
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	<p>JMeter, JSON, Postman, Swagger</p> <ul style="list-style-type: none"> <li>• Experience - Automation experience working with cloud-based web applications such as CRM Dynamics 365, Power Apps, Sitecore.</li> <li>• Experience - Experience in CI/CD build automation and monitoring tools (e.g. Git, Azure DevOps, New Relic, Jira and Confluence) and contribution to creating build pipelines and running automated tests.</li> <li>• Experience - Demonstrated experience as a Technical/Automation/Developer with proficiency in API, Data and Performance testing. Experience in using frameworks and libraries to create automated test sets.</li> <li>• Experience - Demonstrated ability to manage stakeholder expectations within a complex environment with competing priorities.</li> <li>• Knowledge - Ability to provide expertise knowledge and skills and confidently lead and direct different facets of testing across different programs of work.</li> </ul>
<b>Core Competencies:</b>	<ul style="list-style-type: none"> <li>• Demonstrate confidence and courage in achieving ACU's Mission, Vision and Values by connecting the purpose of one's work to ACU's Mission, Vision and Values.</li> <li>• Keep stakeholder interest at the core of ACU business decisions and ACU service excellence as a top priority.</li> <li>• Coach and develop self and others through setting clear expectations, managing performance and developing required capabilities to establish a culture of learning and improvement.</li> <li>• Take personal accountability for achieving the highest quality outcomes through understanding the ACU context, self-reflection, and aspiring to and striving for excellence.</li> <li>• Plan work activity, prioritise time and resources using established ACU processes and technology to achieve optimum efficiency and effectiveness.</li> </ul>
<b>Essential Attributes:</b>	<p>Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.</p>
<b>Working with Children and vulnerable adults check</b>	<p>This role does not require a Working with Children Check.</p>

## REPORTING RELATIONSHIPS

For further information about the structure of the University, refer to the Organisation Chart <https://www.acu.edu.au/about-acu/leadership-and-governance/leadership/organisational-structure>