

# **Corporate LinX Ltd**

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## **Job Description**

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### **Operations and Test Manager**

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# Operations and Test Manager

## Job Description

### 1 Overview

#### 1.1 Corporate LinX

Corporate LinX, a financial software development company, was founded 7 years ago in France and opened offices in the UK 5 years ago. Our expertise lies in Supply Chain Finance, assisting large international corporates in their trading relationships with their suppliers more specifically around invoice management and their subsequent payment. The Corporate LinX eXchange (CLeX) software permits full automated and paperless transactions between buyers and vendors. Our services are extending to consulting, software development and implementation. To guarantee funding for our clients' supply chains, the company holds close relations with top financial organisations also using the CLeX Portal for the funding of transactions in the Supply Chain.

Wishing to rapidly expand its team, Corporate LinX is looking to recruit an Operations and Test Manager, a position that offers a great opportunity to influence the direction and success of the company.

#### 1.2 Role Description

**Job Title:** Operations and Test Manager  
**Reporting to:** Dean Randle – Technical Manager.

This role is twofold, covering both test management and operations for an existing team, responsible for a transactional and financial web portal application, which is permanently expanding. The environment is one of support and encouragement to learn, evolve and contribute to the high performance and quality software tools we develop. Whilst also ensuring the consistent and reliable operation of the development work, tests and production environments.

### Operations Manager - Responsibilities

The role of Operations Manager; has a primary responsibility that the Corporate LinX eXchange (CLeX) web portal is available and functional for our customers.

#### 1.3 Test Manager

The Test manager role will also:

- Work with development to ensure QA is effectively targeted and is part of the entire development process.
- Participate in SCRUMs.
- Be responsible for the design and implementation of automated testing.
- Ensure test documentation is adequate and accurate.
- Develop and implement standards and processes for the test function and their integration with development processes and standards.

## 1.4 Operations Manager

The operations manager role will:

- Be responsible for the operational environment:
  - Develop, implement, improve and report on Operational processes.
    - Fault and systems logging/reporting and resolution.
    - Operational usage and forecasting needs.
    - Backup regime is appropriate and tested.
  - Ensure the operational environment is adequate for current and future needs in a timely and cost effective manner.
- Managing the team
  - Staff appraisals
  - Training needs analyses and implementation.
- Contributing to key strategic decisions:
  - Product development requirements and priorities.
  - Budget planning.
  - Solution Architecture, technologies and standards.
  - Project and Release planning.
- Organisational strategies, policies and practices.
- Develop Business Continuity and contingency plans:
  - Develop and test plans to ensure that the production environment can be maintained in view of readily anticipated disruptive events.
- Act as primary point of contact/escalation with key clients.

CLX is investigating establishing a 3<sup>rd</sup> party to act as a first call help desk/support centre. The operations manager will play a key role in the selection, implementation and follow up of this important relationship.

## 2 Skills, Knowledge and Experience:

Key Experience:

- Web application QA and testing.
- Developing automated tests for web applications in the technologies we use.
- Managing Websites and Servers

Desirable Experience:

- Working in a small team
- Agile and Scrum development methodology
- Working in Finance, AR, AP, purchasing, especially in an e-commerce context
- Hardware and network support and maintenance
- Mercurial
- Relevant Degree

Key development technologies in use:

- ASP.Net and MVC
- C#
- .Net Framework 4
- SQL Server
- MS Visual Studio, Source Safe, etc.
- XML

Important technologies:

- XSLT
- Javascript (and JQuery)
- LIBIGen
- PDF creation

### 3 Personal Attributes:

The Role requires working closely with a small but dynamic team. Team chemistry will be as important as skills. As a member of this team you will be expected to become familiar with all parts and technologies of the application and to gain skills to enable support, maintenance and extension of the application.

A key focus has been development of a solid architecture and contributions to the design and implementation of this architecture are welcomed and expected.

As part of a small team the opportunity to influence the culture and processes is great and the successful person will contribute positively to this.

### 4 Location:

Situated in Castledown Business Park in Ludgershall.

The office location is currently under review and office locations in Basingstoke are being investigated to make the office more commutable as the team grows.

The job is also flexible, allowing work from home on a regular basis.

Commutable locations:

Andover, Basingstoke, Newbury, Salisbury, Southampton, Swindon, Winchester.