



Manual Software Tester

Emma Collins

Professional summary

Detail-oriented Manual Software Tester with experience in functional, regression, and exploratory testing. Skilled in writing test cases, executing test plans, and collaborating with development teams to ensure high-quality software. Strong knowledge of defect tracking and Agile methodologies.

Experience

Manual Software Tester

2021 - Now

BrightEdge Solutions / Chicago, IL

- Developed and executed over 200 manual test cases for web and mobile applications, identifying and reporting critical defects before product releases.
- Collaborate with developers and product managers in an Agile environment to analyze requirements and ensure comprehensive test coverage.
- Conduct regression, functional, and exploratory testing to validate new features and updates, minimizing post-release issues by 30%.
- Create detailed bug reports in JIRA, tracking and prioritizing issues to streamline the resolution process and improve overall software stability.

QA Tester (Intern)

2020 - 2021

TechNova Inc. / Naperville, IL

- Assisted in writing and executing manual test cases for an e-commerce platform, ensuring accurate order processing and payment functionalities.
- Reported, documented, and verified bugs using Bugzilla, leading to a 20% improvement in issue resolution efficiency.
- Worked closely with senior testers to understand best practices in test planning, execution, and defect tracking.
- Participated in daily stand-up meetings with cross-functional teams to discuss test progress, challenges, and improvements.

Projects

- **E-commerce Testing Project:** Led a manual testing project for an online marketplace, identifying over 100 defects in payment and checkout processes.
- **Cross-Browser Testing Initiative:** Conducted in-depth testing on multiple browsers and devices, ensuring 98% compatibility across platforms.

📞 (312) 555-8741

✉ emma.collins@email.com

📍 Chicago, IL

Education

Bachelor of Science in Information Technology

University of Illinois at Chicago

2020

ISTQB Foundation Level Certification

2021

Skills

Manual testing & test case execution



Functional & regression testing



Test plan creation



Bug tracking (JIRA, Bugzilla)



SQL for database validation



Agile & Scrum methodologies



UI/UX testing



Languages

◆ English – Native

◆ Spanish – Conversational