

## Job Description

**Job Title:** QA Engineer

**Location:** Malaysia

### Company Overview

Established in 2010 and headquartered in Singapore, BIPO is a leading global payroll and HR solutions provider, supporting businesses in over 170+ countries.

We deliver an award-winning, cloud-based HR Management System and Athena BI analytics tool that supports our multi-country payroll outsourcing and Employer of Record (EOR) services. Powered by tech and driven by data, we help companies automate HR processes, ensure compliance, and provide workforce insights.

With 50+ offices worldwide, BIPO combines global compliance, local HR expertise, and scalable technology to manage the entire employee lifecycle for global and remote teams.

### Key Responsibilities

- Understand and contribute to product specification.
- Passionate in manual testing.
- Contribute to approach, design, implementation of tests for product.
- Design and develop the test plan and test cases that conform to defined functionality specifications, design documents, and external application standards.
- Perform test specification, maintenance, execution, analysis, and code reviews for assigned features.
- Participates the risk analysis of product.
- Maintains defect tracking and test documentation.
- Review user manuals and support documentation of the product.
- Trouble-shoot code individually or in a group, provide written and verbal assessments of test results.
- Contribute to facilitate the quality assurance test approach.
- Work with the software manager/engineers for the software issue debugging when necessary.
- Any other ad-hoc tasks assigned.

### Requirements

- Information Technology Degree in a recognized university, Major Information Technology or related field.
- Medium level, at least 2 years of working experience in the related field.
- Knowledge of QA tools including requirements, test, and defect management systems.
- Knowledge of test and risk analysis methodologies.
- Understanding of Human Resources related processes is advantageous.

- Fluent English language skills and work experience in a multi-national environment are advantageous.

## **Useful links**

- Website: [www.biposervice.com](http://www.biposervice.com)
- Facebook: <https://www.facebook.com/biposvc>
- LinkedIn: <https://www.linkedin.com/company/bipo-svc/>

To apply for this role, please contact [careers.my@biposervice.com](mailto:careers.my@biposervice.com).