



Cinnamon Toast (CT) is seeking a Digital Quality Assurance Specialist in either our Ottawa or Hamilton location to oversee a portfolio of clients. The Digital Quality Assurance Specialist will be responsible for ongoing quality assurance testing on both web and traditional marketing assets. This individual will be responsible for aligning all deliverables with the high expectations of our clients.

At CT, we value each team member's knowledge, experience, and ideas, and know that a collaborative, supportive ecosystem is a thriving one. With this in mind, the Digital Quality Assurance Specialist must possess a can-do, positive attitude, and is known for bringing the best out of a team. Other necessities include:

- Exceptional interpersonal skills, including written and verbal communication
- Ability to work well under pressure; effective stress management
- Excellent analytical and organizational skills
- Strong attention to detail
- Effective time management skills
- Flexibility and the ability to adapt to change

Responsibilities

- Perform quality assurance reviews on all work (digital & traditional) to ensure a high level of quality in all deliverables
- Conduct a series of both manual and automatic testing on web projects for AODA compliance
- Proficiency in functional, performance, and user interface testing
- Act as a liaison between team members to create cross-team clarity
- Log defects, track them proactively, and follow them through to resolution
- Escalate issues when they pose a threat to project quality or scope
- Test websites across various browsers and mobile devices
- Assist in continuous improvement of QA processes

Nice to Have

- Experience working with agile project management
- Knowledge of AODA standards
- WordPress and/or content management system knowledge
- Knowledge of web standards



About Cinnamon Toast

Cinnamon Toast is a full-service marketing agency. Through transformational branding, data-driven advertising campaigns, charismatic content, and strategic website design and development, we achieve standout results to solve our clients' challenges.

We are focused on investing in our employees and company culture. We have worked hard to develop a diverse, collaborative, and team-oriented environment. Our perks and benefits include:

- Health benefits (after 6 months)
- Annual team-building getaways
- Annual learning budget (\$500)
- Ongoing career and skill development opportunities
- Exposure to a diverse range of projects and industries
- Opportunities to contribute to the global technology community

We are committed to upholding a safe and supportive workplace where employees feel valued and comfortable to be their truest selves. As an equal opportunity employer, we encourage applications from women, minorities, and people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.

We thank all applicants for their interest; only candidates selected for interviews will be contacted.