

HASSAN KHABIBULLAEV

Project Manager & Business Systems Analyst & Technical Writer

+998 (99) 977-00-70 · Tashkent, Uzbekistan · khassanboi@gmail.com

khassanboi.com · linkedin.com/in/khassanboi

I'm a Project Manager with a strong focus on structure, clarity, and execution. I lead cross-functional software projects, streamline documentation workflows, and build scalable processes that keep teams aligned and deliverables on track. Whether it's coordinating across departments or transforming complex technical input into clear, actionable output, I ensure every project moves forward with purpose and precision.

PROFESSIONAL SKILLS

Project Management

- Coordinating cross-functional software projects
- Managing timelines, resources, and quality
- Driving process improvements and team alignment

Technical Writing

- Creating and editing technical documentation
- Ensuring clarity, accuracy, and consistency
- Supporting security and engineering teams with actionable content

Business Systems Analysis & Operations Management

- Improving workflows and business processes
- Automating tasks with custom scripts and low-code tools such as Make and Zapier
- Managing data with AirTable, Salesforce, and PowerTools

Frontend Development

- Building responsive UIs with HTML, CSS, and SASS/SCSS
- Developing components with JavaScript, ReactJS, and Redux
- Using tools like Webpack, ESLint, and debugging/testing utilities

LANGUAGE SKILLS

- **Uzbek** - *Native*
- **English** - *Proficient (IELTS 8.0)*
- **Russian** - *Proficient*
- **French** - *Upper-Intermediate*

WORK EXPERIENCE

Project Manager & Technical Writer

June 2024 - *present*

Group-IB - *Tashkent, Uzbekistan*

- Led the end-to-end documentation process for web, mobile, network, and red team penetration testing projects, ensuring all deliverables aligned with project scope, timelines, and client expectations
- Managed coordination between security consultants, project leads, and QA reviewers to ensure accurate and timely completion of vulnerability reports, threat models, and technical walkthroughs
- Prepared, edited, and finalized key project documents—ranging from risk assessments and detailed vulnerability reports with reproduction steps to executive-level summaries—ensuring clarity, accuracy, and alignment with client expectations.
- Standardized reporting practices by implementing consistent templates and reviewing technical findings for grammar, structure, and accuracy, transforming raw outputs into clear, actionable insights for both technical and non-technical audiences.

Business Systems Analyst & Ops Manager

August 2021 - *present*

Global Friends - *Tashkent, Uzbekistan*

- Was responsible for operations improvement with automations, portal and landing page development, technical support, and student enrollment coordination.
- Reduced processing time of document generation such as invoices and generic letters from 5 minutes to 1 second with a single click, achieving a 300-fold boost in efficiency.
- Improved data management efficiency significantly by implementing an integrated student portal which served as a centralized platform for managing student information.
- Boosted marketing strategies by developing customized landing pages for various services offered by the company. They are present in my web portfolio.

Software Engineer & Project Manager (Intern)

May 2021 - January 2022

EPAM Systems - *Tashkent, Uzbekistan*

- Designed and developed HTML/CSS layouts to support web application and component development projects, focusing on both functionality and UI optimization.
- Helped backend developers with frontend tasks for UI integration and performance improvement, as well as with adapting to new updates.
- Revamped online library and documentation portal web pages, enhancing readability and accessibility for improved UX and navigation efficiency.

EDUCATION HISTORY

Westminster International University in Tashkent - *Tashkent, Uzbekistan*

May 2023

Bachelor of Science with Honors - Business Information Systems

- Achieved a GPA of 80% based on UK grading system with 70% denoting a distinction
- Earned a First-Class Honors Diploma

Academic Lyceum of TashSUULL - *Tashkent, Uzbekistan*

May 2019

Secondary Education - Foreign Philology

- Achieved a GPA of 5 based on Uzbekistan grading system with 5 denoting a distinction
- Earned a First-Class Honors Diploma

VOLUNTEER EXPERIENCE

Westminster International University in Tashkent

October 2020 - April 2023

- Served as a Course Representative for the peer students of the same program and level.
- Facilitated the "70+ BIS" club to assist fellow students with assessments.
- Acted as Microsoft Learn Student Ambassador to promote technological advancement.