

Md Rifath Hassan

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Professional Summary

Experienced IT Project Manager with a strong background in software development lifecycles, Agile and Waterfall methodologies, and cross-functional team coordination. Proven ability to lead projects from concept to deployment while ensuring quality, budget, and timeline compliance. Skilled in stakeholder communication, risk management, and aligning technology solutions with business goals.

Core Skills

Project Planning : Agile / Scrum / Kanban Team Leadership

Software Development Lifecycle: Risk Management • Budget Resource Allocation

Tools: Notion, Trello, Asana, ClickUp, MS Project

Communication Reporting: Quality Assurance • Client Relationship Management

Technical Understanding: Web and Mobile Apps, APIs, Cloud Services, Git

Professional Experience

IT Project Manager — MIB Promotions – May 2024 – Present

- Managed 10+ end-to-end software and web projects for clients across multiple industries.
- Created detailed project plans, assigned tasks, and tracked progress using Agile tools (Jira, ClickUp).
- Coordinated with developers, designers, and QA teams to ensure timely delivery.
- Regularly communicated with stakeholders and provided status reports and demos.
- Facilitated sprint planning, daily stand ups, and retrospectives.

Remote Project Manager — TrueTel, Victoria, Melbourne- Australia – May 2023 – March 2024

- Supported senior PMs in planning, monitoring, and controlling IT projects.
- Prepared documentation, timelines, and risk assessments.
- Monitored task progress and resource availability.
- Assisted in client meetings and gathered feedback to refine project scope.
- Managed project documentation and version control in Confluence and Git.

Education

MSc in Information Technology

City University, Malaysia

2024 – Present

BSc in Computer Science Engineering

City University of Bangladesh, Dhaka-Bangladesh

2012 – 2016

Certifications

Digital Product Management – Ostad

Key Projects

CRM System Development – Led the development of a custom CRM web application for a finance client. Coordinated a team of 5 and delivered the project within deadline and budget.

E-Learning Platform Redesign – Oversaw redesign and migration of a university's e-learning platform, improving usability and system performance by 40%.

Mobile Booking App – Managed a cross-platform booking app project using Agile Scrum. Delivered MVP in 3 sprints, handling task coordination and client demos.