

HASIBUL NASIM



Contact

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About Me

Enthusiastic professional with strong organizational skills and a knack for problem-solving. Demonstrated success in leading cross-functional teams, both in-house and remote, ensuring alignment and efficiency across all project stages. Expert at managing competing priorities, driving project milestones, and delivering results on time and within scope. Ready to apply my leadership, strategic thinking, and proactive approach to drive project success and contribute to organizational growth.

Notable Projects

[ChhutirGhonta](#) School Management System
Username: teacher@kraftwerktech.com
Password: p@ssword

[Arklow](#) Jewellers

[Pendo](#) Jones – The Realtor

Technical Skills

Project Management Tools: Jira, ClickUp

Programming: Python, Java

Database Management: SQL

Microsoft Office Suite: Advanced Excel, MS

PowerPoint, Word, Power BI

Project Methodologies: Agile, Scrum, Kanban, Waterfall

Design & Visualization: Figma, Draw.io, Canva

Soft Skills

- Leadership & Team Collaboration
- Critical Thinking & Problem-Solving
- Effective Communication

Education

- **Bachelor of Computer Science and Engineering** 2018 - 2023
American International University-Bangladesh
CGPA: 3.09 out of 4.00
- **Higher Secondary School Certificate (HSC)** 2017
Bir Shrestha Noor Mohammad Public College
GPA: 4.42 out of 5.00
- **Secondary School Certificate (SSC)** 2015
Bir Shrestha Noor Mohammad Public College
GPA: 4.42 out of 5.00

Professional Experience

- **Project Coordinator, IT** February 2024 - Current
Kraftwerk Technologies Limited
 - Coordinated IT projects, managing scope, schedules, and budgets while ensuring 100% alignment with business objectives.
 - Gathered and analyzed business and technical requirements, and create detailed BRD, FRD, SRS documents, resulting in a 30% reduction in requirement-related rework.
 - Facilitated agile practices, including sprint planning, retrospectives, and backlog grooming, which improved project delivery timelines and increased team productivity by 15%
 - Collaborated with cross-functional teams, ensuring effective communication and timely resolution of roadblocks.
 - Monitored and tracked project progress using Jira, generating reports that provided real-time project health updates to stakeholders, enhancing visibility by 25%
 - Optimized resource allocation and implemented process improvements, reducing project turnaround time by 15%.
- **Operations Management Trainee** September 2022 - March 2023
Sino Atrium Global Management
 - Conducted data analysis and reporting to optimize operations across various business units.
 - Managed internal communication and supported administrative functions to streamline workflows.
 - Assisted in process documentation and quality assurance, contributing to improved operational efficiency.

Special Qualifications

- ➔ Proficient in creating detailed project documentation (BRD, FRD, SRS, and User Stories).
- ➔ Experienced in delivering projects using Agile methodologies (Scrum and Kanban).
- ➔ Strong interpersonal skills with expertise in stakeholder communication and cross-functional team collaboration.

Interest and Extra-Curricular Activities

Interests:

Filmmaking, Photography, Bass Guitar, Baking, Gardening, Slam Poetry

Extra-curricular activities:

Executive Producer at Three Films

National Level Short Film Competitions Winner

Volunteer at AIUB Regular Volunteer Unit

Director at AIUB Film Club

Organizer, Photographer at AIUB Performing Arts Club