HASSAN KHABIBULLAEV

Frontend Developer & Business Systems Analyst & Technical Writer

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As a Frontend Developer, I excel in creating engaging user experiences with HTML, CSS (including Bootstrap and SASS/SCSS), and JavaScript (including ReactJS). In the realm of Business Systems Analysis, I specialize in streamlining operations and driving efficiency through integrated systems management.

# PROFESSIONAL SKILLS

* **HTML** (Semantic Markup, JSX) & **CSS** (Bootstrap, Adaptive/Responsive, BEM, SASS/SCSS):
* **JavaScript** (TypeScript, ReactJS, Redux, React Hooks, entry-level NodeJS/Express)
* **Development Tools** (Webpack, ESLint, Prettier, Debugging, Testing)
* **Integrated Systems Management** (Workflow Automation: Zapier, Make.com, custom scripting; Data Management and Analysis: AirTable, Salesforce, PowerTools)
* **Ops Management & Business Systems Analysis** (project and quality management, strategic planning, resource allocation, process improvement, performance monitoring, presentation)
* **Technical Writing** (preparing, editing, and reviewing technical documentation, including information security testing projects, ensuring accuracy, clarity, and adherence)

# LANGUAGE SKILLS

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

# WORK EXPERIENCE

**Group-IB** - *Tashkent, Uzbekistan* June 2024 - *present*

**Technical Writer**

* Prepared, edited, and reviewed information security testing projects’ documentations such as templates, reports, and presentations
* Coordinated and ensured the proper documentation of technical reports within the security assessment projects
* Produced high quality work products in accordance with in-house and client requirements
* Evaluated written information and ensured subject flow, grammar usage, and format are accurate and communicated the intended message

**Global Friends** - *Tashkent, Uzbekistan* August 2021 - *present*

**Business Systems Analyst and Operations Manager**

* 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.
* Began as Operations Assistant and advanced to the current position in January 2022.

**EPAM Systems** - *Tashkent, Uzbekistan* May 2021 - January 2022

**Frontend Developer**

* 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.
* Completed a 3-months long internship program initially and transitioned to this position.

# 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 distinctive mark

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 maximum mark

Earned a First-Class Honors Diploma

# VOLUNTEER EXPERIENCE

**Westminster International University in Tashkent** October 2020 - April 2023

* Served as a Course Representative for my program and level.
* Facilitated the "70+ BIS" club to assist fellow students.
* Acted as a Microsoft Learn Student Ambassador to the university.