



# Banu Ibrahimova

Project Manager

## PERSONAL PROFILE

As a freelance project manager, I have successfully led various teams, precisely drafted technical requirements, and managed results-driven projects. I am well-versed in Agile and other methodologies and adapt quickly to changing conditions. My professional approach and strong sense of responsibility are key to my achievements in this field.

## CONTACT

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## SOFT SKILLS

- Management
- Result orientation
- Organization
- Communication
- Teamwork Time
- management

## HARD SKILLS

- MS Office
- AutoCAD / SolidWorks
- 1C – 8.3
- Trello
- Agile / Kanban
- Waterfall

## LANGUAGES

- Azerbaijani – Native
- Turkish – B2
- English – B2

## COURSE

- İrəliləyiş Program – State Employment Agency, 2023
- AutoCAD/SolidWorks – CodeAcademy, 2023
- Skills for the Future – Innovation Center, 2022
- Fundamentals of Mobile Communication – Azerfon LLC (Nar Mobile), 2021

## EDUCATION

### 2024-2025 Div Academy

IT Project Management

### 2023 – 2025 AZERBAIJAN TECHNICAL UNIVERSITY

Master Degree - Radio and Television Broadcasting

### 2019 – 2023 AZERBAIJAN TECHNICAL UNIVERSITY

Bachelor Degree - Electronics, Radiotechnics and Telecommunication Engineering

## WORK EXPERIENCE

### Marketing Project Manager Libra Kitab

August 2025 – Present

Developing strategies for social media channels

Conducting market research

Preparing and executing marketing projects

### Project Manager (Freelance) Neo Sphere

March 2025 – Present

Supervision of the project implementation process

Planning and conducting team meetings

Identifying potential project-related issues and developing solutions

### Project Manager (Freelance) eic TV

April 2025- June 2025

Supervision of the project implementation process

Developing strategic planning to support project growth

Managing and coordinating the project team

### Project Lead (Freelance) DendClub.com

May 2025 – august 2025

Formation and structuring of the project team

Oversight and monitoring of project processes

Organization and facilitation of team meetings

Ensuring performance evaluation and assessment procedures

### IT Project Manager Hilay Company

November 2024 – May 2025

Coordinating and overseeing the execution of the project

Organizing and managing events related to the project

Establishing and maintaining regular communication with partner companies

### 1C System Administrator Matanat A Group of Companies

August 2024 – May 2025

Creation and registration of contracts in the 1C system

Entry and configuration of new items in the internal system

Preparation of monthly reports and summaries