



KARTIKA SITARESMI

085121007274 | kartika.sitairesmi@gmail.com | www.linkedin.com/in/kartika-sitairesmi

South Jakarta

A pharmacy graduate with specialization in pharmacy science and technology with 3 years of experience. Skilled and passionate in industrial pharmacy. A hard worker and willing to learn. Dedicated to provide the best service in the pharmaceutical field.

Work Experiences

PT Medisindo Bahana - Central Jakarta

Jun 2025 - Present

Product Specialist Supervisor

- Produced, developed, and regularly updated product knowledge presentations for medical devices, covering product background, specifications, unique selling points, usage instructions, calibration procedures, competitor comparisons, and health tips
- Delivered comprehensive product training and live demonstrations to internal employees and external customers, effectively communicating product benefits, technical features, and clinical applications to support sales growth
- Coordinated with principals/originators and reported directly to the Marketing Manager, while working closely with cross-functional teams, particularly sales, to align marketing strategies with business objectives
- Coordinated marketing activities, delivered product presentations, and managed logistics for major events, including PIT IDI 2025, Hospital Expo 2025, and Business Partner Meeting 2025. Prepared and supervised promotional materials (stationeries, brochures, roll banners, acrylic displays, demo products, gimmicks, and free-test products) to maximize brand visibility and customer engagement
- Created proposals for the production and revision of marketing and promotional tools (leaflets, brochures, roll banners, demo products), detailing project background, objectives, specifications, quantity, and cost analysis to ensure effective and budget-conscious execution
- Designed and developed the company profile, including About Us, market network (hospitals, medical shops, drugstores, pharmacies), team divisions, principal partnerships, product portfolio, and digital channels (social media, website, and corporate contacts)
- Conducted monthly stock opname for all marketing tools and managed promotional and demo product inventories using ERP SystemEver, ensuring optimal stock levels and availability for campaigns and events
- Created structured daily reports documenting key activities, and developed weekly reports and weekly plans to track progress, measure outcomes, and align with departmental and organizational goals

PT Darya Varia Laboratoria - Gunung Putri, Bogor

Jan 2024 - Jan 2025

QC Dossier Staff

- Overviewed specification and procedure with compendial conformity matrix for over 200 raw materials and 60 finished goods from the existing protocol to ensure the newest compendial is aligned with the protocol including the justification of change for BPOM registration purposes
- Reviewed raw material's inspection report recorded by analyst to create raw data for BPOM's registration fulfillment to ensure no missed parameter or calculation and all data aligned with the SOP's reference
- Generated over 300 Certificate of Analysis (CoA) from inspection record gathered in SAP and collaborated with internal teams to arrange additional testing if needed from submitted CoA to suit the current compendial specification
- Created Acceptance Material Specification for RMS (raw material specification) using TDS (technical data sheet) and CoA reference to comply with existing SOP
- Managed any changes in document using change control (CC) as systematic approach with detailed changes from previous to existing protocol to ensure updated and newest data for any new product's registration or renewal including: description, current status, change request, reason of the change (justification), category, type, target of completion time, priority, scope, impact or risk assessment, regulatory and halal assessment, appendix list, and documents need to be revised or action to be performed
- Submitted closing of change control to the system with documents chronology to provide historical evidence of the document changes
- Practiced and applied Good Manufacturing Process (GMP) aspects to ensure all the products meets the requirement

Klikdokter (PT Kalbe Farma Group) - Pulomas, East Jakarta

Apr 2022 - Jan 2024

Data Quality Content

- Responsible to maintain over 15.000 products in database from the merchants including drug category, product description, indication, contraindication, side effects, dosage, BPOM registration number, product license expiry date, and product manufacturer
- Sanity check products (quality control) for listed products to ensure products data accuracy in Klikdokter's database
- Monitored and mapped over 3.000 products SKU using Fuzzy Lookup in Microsoft Excel from Merchant Onboarding Funnel affiliated with Klikdokter to synchronize data for company research and listing purposes
- Supported company's profit by listed and assigned over 2.900 products from brand merchant affiliated with Klikdokter in the database including creating product SKU, standardized name, description, and prices for products to be purchased by customer
- Added various of shipping method in Klikdokter's database to ensure the products are safely arrived in the hand of customers
- Assisted Booking Team to included all kind of health and beauty services equipped with detailed description and schedule to help patients and customers in having appointment on time for the best service in the e-healthcare industry

Rumah Sakit Ibu dan Anak Setya Bhakti - Cimanggis, Depok

Sep 2021 - Dec 2021

Pharmacist Assistant Internship

- Worked on preparing and dispensing medicines prescribed by doctors appropriately and accurately
- Proceed patient used medicines data through the SIMRS system to continue the transactions for the cashier division and for BPJS claim needs
- Accurately recapped drug orders data both in quantity and amount in monthly basis
- Responsible for stock opname on medicines and medical equipment in the pharmacy installation to provide accurate data between the real-time stock and SIMRS data
- Cooperated with 5 pharmacist assistants and 3 pharmacists in running the pharmacy installation division to delivered and provided drug education to patients

Marucraft.id - Cibinong, Bogor

Jan 2021 - Present

Entrepreneur

- Customized resin keychain from scratch using epoxy resin and additional component according to customer's request and packaged each keychain in aesthetic box with customized greeting card which suitable for gift purposes.
- Self-marketed using various platform in social media (Instagram, TikTok) and managed to attract over 20.000 engagements and sold over 300 pcs of keychain in marketplace (Shopee).
- Researched for the best materials for the keychain and packaging with best price in various vendors to create the best quality product for customer's satisfaction.

Education Level

Pancasila University - Srengseng Sawah, South Jakarta

Sep 2016 - Aug 2021

Bachelor of Pharmacy

- Completed study as a pharmacy student at Pancasila University with the completion of a thesis titled "Formulation of Cleansing Balm Preparations from Sunflower Seed Oil (*Helianthus annuus* L.) as a Moisturizer" with an A grade and evaluated the final product by the organoleptic, homogeneity, melting point, spreadability, cleaning ability, irritating ability, and increase in moisture with Visual Analysis Method using 20 panelists
- Formulated suppository preparations with 2 different types of bases and conducted evaluation tests on suppository preparations to ensure the physical and chemical quality of the preparations that have been made and designed the product packaging to increase the selling value
- Collaborated with 6 team members to formulate cream preparations with 2 different types of bases and conducted evaluation tests to ensure that the physical and chemical quality of the product is in accordance with the requirements and created primary and secondary packaging to attract consumers

SMA Negeri 2 CIBINONG - Cibinong, Bogor

Jun 2013 - May 2016

High School Diploma in Science Major

- School representative for English Story Telling Competition in English Festival 2014 at State University of Jakarta

Skills, Achievements & Other Experience

- **Hard Skills:** Basic knowledge of system: SAP, SIMRS, and SystemEver
- **Hard Skills:** Able to write and speak English fluently in the work environment
- **Hard Skills:** Able to operate computer and have sufficient knowledge related to Microsoft Office (Word, Excel, and Power Point)
- **Hard Skills** (2021): Certified TOEFL course and scored 550 at Mr. Bob Kampung Inggris
- **Hard Skills** (2021): Certified in English Conversation at Mr. Bob Kampung Inggris
- **Hard Skills** (2019): Certified in English for Adults: Intermediate course at LIA
- **Webinars Attended** (2021): "Utilization of Herbal Medicines during Pandemic Period" hosted by Student Senate of Pharmacy Faculty in University of Pancasila
- **Webinars Attended** (2020): "Strategy and Innovation in Improving the Quality of Pharmaceutical Services in the Digital Age" hosted by Student Senate of Pharmacy Faculty in University of Pancasila
- **Webinars Attended** (2020): Online Beauty Class with Emina hosted by Student Senate of Pharmacy Faculty in University of Pancasila
- **Webinars Attended** (2020): "The Role of Pharmacists in the Development of Natural Ingredients-Based Aromatherapy and Cosmetic Products in Indonesia" hosted by Student Senate of Pharmacy Faculty in University of Pancasila