

RIFDA DINDA FADHILA, S.SI

FRESHGRADUATE

BACHELOR OF CHEMISTRY

0851-5610-8775

fadhilarifda4@gmail.com

*Taman Bumyagara Blok C7 No. 2,
Kel. Mustika Jaya, Kec. Mustikajaya,
Bekasi Timur, Kota Bekasi, 17158*

Dear Hiring Manager,

I am writing to express my interest in this position . I graduated with a Bachelor's degree in Chemistry from Andalas University and have gained experience in quality control, quality assurance, laboratory analysis, and product development through both academic and professional roles.

Currently, I am working as a QC Analyst at PT Mulia Farma Suci, where I perform sample preparation, prepare standard and mobile phase solutions, operate HPLC instruments, conduct compound analysis, perform system suitability testing, interpret chromatograms, and accurately document analytical results in accordance with standard operating procedures.

Previously, I worked as a Quality and Development Staff at PT Bumi Atsiri Prima. My responsibilities included analyzing the quality of raw materials, in-process materials, and finished products, developing product formulations based on customer requirements, conducting product trials, preparing quality documentation, and coordinating with production and logistics teams to ensure compliance with quality standards.

I also completed a Quality Control internship at PT Semen Padang and served as a laboratory assistant in Inorganic Chemistry, Organic Chemistry, Analytical Chemistry, and Basic Chemistry at Andalas University. These experiences strengthened my technical laboratory skills, analytical thinking, attention to detail, and ability to work both independently and collaboratively.

In addition to my technical background, I have actively participated in student organizations as a secretary and committee member. These roles enhanced my communication, documentation, coordination, and time management skills, enabling me to work effectively in dynamic environments.

I am proficient in laboratory instruments including HPLC, UV-Vis Spectrophotometer, FTIR, GC, Karl Fischer, Moisture Balance, and Colorimeter. I am also skilled in Microsoft Office and Origin for data analysis.

I am enthusiastic about the opportunity to contribute my knowledge, analytical skills, and commitment to quality with your company. I would welcome the opportunity to discuss how my qualifications align with your organization's needs.

Thank you for your time and consideration. I look forward to the opportunity to speak with you.
Sincerely,

Rifda Dinda Fadhila



RIFDA DINDA FADHILA



0851-5610-8775



Bekasi, December 10th, 2001



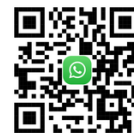
fadhilarifda4@gmail.com



Rifda Dinda Fadhila



Taman Bumyagara Blok C7 No. 2, Kel. Mustika Jaya,
Kec. Mustikajaya, Bekasi Timur, Kota Bekasi, 17158



EDUCATION

Andalas University

Chemistry

2020 - 2024

GPA : 3,49/4,00

SMAN 6 Tambun Selatan

2018 - 2020

MAN 2 Kota Bekasi

2017 - 2018

MTsN 3 Kota Bekasi

2014 - 2017

EXPERTISE

- Microsoft office
- Able to work in team and individual
- Time management
- Data analysis (origin)
- Problem Solving

LANGUAGE

- Indonesian
- English

INSTRUMENT

- GC
- HPLC
- UV-Vis
- FTIR
- Moisture balance
- Karl Fischer
- Colorimeter

PROFILE

Andalas University Chemistry graduate who can work in groups and independently. Active as a member of organizations and committees for the last 4 years within the scope of the department, faculty and university.

WORK EXPERIENCE

PT. Mulia Farma Suci

Analyst QC

April 2026 - Now

- Perform sample preparation (weighing, dissolution, dilution, and filtration) in accordance with analytical methods
- Prepare standard solutions, blanks, and mobile phases
- Operate HPLC instruments in compliance with SOP
- Conduct compound analysis using HPLC methods
- Perform system suitability tests prior to analysis
- Ensure instrument readiness, including column condition, pressure, flow rate, and system parameters
- Interpret chromatogram results (retention time and peak area)
- Record and document analytical results accurately

PT. Bumi Atsiri Prima

Quality and Development

April 2025 - November 2025

- Analyze the quality of raw materials, processes, and final products
- Develop formulations and conduct product trials according to customer needs, and analyze the formulation results.
- Prepare and manage quality documentation.
- Coordinate with the production team to ensure processes meet quality standards.
- Coordinate with logistics to ensure raw material availability in the warehouse.

PT. Semen Padang

Quality Control Internship

December 2024 - January 2025

- Sampel preparation
- Analyze composition of sampel

Andalas University

- Laboratory Assistant of Inorganic Chemistry
February - June 2024
- Laboratory Assistant of Analytic Chemistry
February - June 2024
- Laboratory Assistant of Organic Chemistry
August 2023 - June 2024
- Laboratory Assistant of Basic Chemistry
August - December 2023
- Creating rules for practicum activities
- Ensuring the availability of practicum tools and materials
- Try and error experiments
- Ensuring that practicum activities are carried out according to schedule
- Helping prepare for the implementation of practicum activities
- Providing directions before conducting experiments
- Supervising the practicum
- Providing discussions after practicum activities
- Collecting practicum reports
- Create final exam questions
- Assess the final exam

ACHIEVEMENT

- Certificate “Kaji Ulang Manajemen Laboratorium berdasarkan ISO 17025” | **2025**
- Certificate “Cara Pembuatan Obat yang Baik” | **2025**

ORGANIZATION EXPERIENCE

SECRETARY LKXXVII April – November 2023

SECRETARY OF PANWASLU KM UNAND August – November 2022

- Make an activity proposal
- Make outgoing mail
- Coordinate with various divisions
- Organize and record meeting results
- Record reports of violations and complaints
- Coordinate with various divisions

EVENT DIVISION BAKTI FMIPA May – December 2022

SECRETARY OF HIMKA SOCIAL DIVISION February – December 2022

- Design community service activities
- Invite the dean and his staff, and invite outstanding students as resource persons
- Organize technicalities in the field
- Coordinate with various divisions
- Make a social activity proposal
- Make outgoing mail
- Coordinate with various divisions
- Organize and record meeting results

KEMENTERIAN PENDIDIKAN, KEBUDAYAAN, RISET, DAN TEKNOLOGI
UNIVERSITAS ANDALAS

Terakreditasi Unggul berdasarkan Keputusan BAN-PT No. 1120/SK/BAN-PT/Ak.Ppj/PT/XII/2023

IJAZAH

Nomor Ijazah Nasional : 001006472012024100056

Diberikan kepada

Rifda Dinda Fadhila

Tempat, Tanggal Lahir : Bekasi, 10 Desember 2001

NIK : 3275115012010004

NIM : 2010411022

Semester Awal Registrasi : Ganjil 2020

yang telah memenuhi syarat dan menyelesaikan pendidikan

Program : Sarjana

Program Studi : Kimia

Tanggal Lulus : 6 November 2024

Gelar : Sarjana Sains (S.Si.)

beserta segala hak dan kewajiban yang melekat pada gelar tersebut.

Diterbitkan di Padang pada tanggal dua puluh tiga November dua ribu dua puluh empat.



Dekan

Fakultas Matematika dan Ilmu Pengetahuan Alam

Prof. Dr. Mai Efdi, M.Si.

NIP 197205301999031003



Rektor

Universitas Andalas

Dr. Efa Yonnedi, S.E., MPPM, Akt, CA, CRGP.

NIP 197205021996021001

UNIVERSITAS ANDALAS
FAKULTAS MATEMATIKA DAN ILMU PENGETAHUAN ALAM
PROGRAM SARJANA

Transkrip Akademik

Nomor : 149161/0122/F.30/S1/2024

Nomor Ijazah Nasional : 001006472012024100056

Nama Mahasiswa : **RIFDA DINDA FADHILA**
 Tanggal Lahir : 10 Desember 2001
 Tempat Lahir : Bekasi
 Nomor Induk Mahasiswa : **2010411022**
 Indeks Prestasi Kumulatif : 3,49

Program Studi : Kimia
 Nilai Akreditasi : A
 (Sk No. 8502/SK/BAN-PT/Ak-PPJ/S1/I/2021)
 Predikat Lulus : Sangat Memuaskan
 Tanggal Lulus : 6 November 2024

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER I				
1	HKU141	AGAMA	3	A
2	PAK171	BAHASA INGGRIS	2	A
3	PAP121	FISIKA DASAR I	3	B+
4	PAK114	KESELAMATAN KERJA LABORATORIUM	2	A-
5	PAK111	KIMIA DASAR I	3	A
6	PAK113	KIMIA KONTEKSTUAL	2	A-
7	PAM111	MATEMATIKA KIMIA I	3	B-
8	PAK122	PRAKTIKUM FISIKA DASAR I	1	A
9	PAK112	PRAKTIKUM KIMIA DASAR I	1	A

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER II				
1	MWU60104	BAHASA INDONESIA	2	B+
2	PAP141	FISIKA DASAR II	3	A-
3	PAK173	ILMU LINGKUNGAN	2	A-
4	MWU60103	KEWARGANEGARAAN	2	A-
5	PAK115	KIMIA DASAR II	3	B
6	KIM62113	KIMIA INDUSTRI	2	A
7	PAK123	KIMIA SUMBER DAYA ALAM TROPIS	2	A-
8	PAM112	MATEMATIKA KIMIA II	3	B+
9	MWU60102	PANCasila	2	B+
10	PAP142	PRAKTIKUM FISIKA DASAR II	1	A
11	PAK116	PRAKTIKUM KIMIA DASAR II	1	B+
12	KIM62112	STATISTIKA KIMIA	2	C+

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER III				
1	KIM61115	DASAR-DASAR KIMIA ANALITIK	3	A
2	KIM61117	KIMIA ANORGANIK I	3	B
3	KIM61118	KIMIA FISIKA I	3	A
4	KIM61206	KIMIA FORENSIK	2	B
5	KIM61202	KIMIA MATERIAL	2	A
6	KIM61120	KIMIA ORGANIK I	3	C
7	KIM61122	METODE RISET DAN PENULISAN ILMIAH	3	B+
8	KIM61116	PRAKTIKUM DASAR-DASAR KIMIA ANALITIK	1	B+
9	KIM61119	PRAKTIKUM KIMIA FISIKA I	1	B+
10	KIM61121	PRAKTIKUM KIMIA ORGANIK I	1	B
11	KIM61205	TOKSIKOLOGI BAHAN MAKANAN	2	B+

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER IV				
1	KIM62123	ANALISIS SPEKTROMETRI	3	A
2	AND60102	KEWIRAUSAHAAN	3	A
3	KIM62125	KIMIA ANORGANIK II	3	C
4	KIM62127	KIMIA FISIKA II	3	B+
5	KIM62129	KIMIA ORGANIK II	3	A-
6	KIM62124	PRAKTIKUM ANALISIS SPEKTROMETRI	1	B+
7	KIM62126	PRAKTIKUM KIMIA ANORGANIK I	1	B+
8	KIM62128	PRAKTIKUM KIMIA FISIKA II	1	B+
9	KIM62130	PRAKTIKUM KIMIA ORGANIK II	1	B+

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER V				
1	KIM61138	BIOKIMIA I	3	B
2	KIM61135	KIMIA KUANTUM DAN KOMPUTASI	2	B+
3	KIM61137	KIMIA ORGANIK BAHAN ALAM	3	A
4	KIM61136	KIMIA ORGANIK FISIK	2	B-
5	KIM61134	KINETIKA DAN KATALISIS	2	B
6	KIM61131	METODE PEMISAHAN DAN ELEKTROANALISIS	3	B+
7	KIM61219	MINERALOGI	2	A
8	KIM61133	PRAKTIKUM KIMIA ANORGANIK II	1	B+
9	KIM61224	STEREOKIMIA ORGANIK	2	B+
10	KIM61132	STRUKTUR DAN KEREAKTIFAN ANORGANIK	3	B

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER VI				
1	KIM62143	BIOKIMIA II	3	B
2	KIM62230	KIMIA ANALISIS BAHAN INDUSTRI	2	A
3	KIM62240	KIMIA ORGANIK SINTESIS	2	A
4	KIM62231	METODE KROMATOGRAFI	2	A-
5	KIM62140	PEMODELAN KIMIA	2	B+
6	KIM62142	PENENTUAN STRUKTUR MOLEKUL ORGANIK	3	B
7	KIM62144	PRAKTIKUM BIOKIMIA	1	A-
8	KIM62141	PRAKTIKUM KINETIKA DAN KATALISIS	1	B
9	KIM62139	PRAKTIKUM PEMISAHAN DAN ELEKTROANALISIS	1	B-
10	KIM60145	SEMINAR LITERATUR	1	A
11	KIM62241	SENYAWA HETEROSIKLIK	2	B+
12	KIM62242	TEKNIK LABORATORIUM KIMIA ORGANIK	2	B+

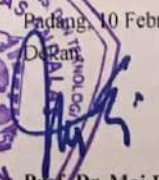
No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER VII				
1	AND60101	KULIAH KERJA NYATA	4	A
2	KIM60146	TUGAS AKHIR I	2	A

No.	Kode	Mata Kuliah	SKS	Nilai
SEMESTER VIII				
1	KIM60148	SKRIPSI	4	B+
2	KIM60147	TUGAS AKHIR II	2	A-

Total SKS : 145 SKS

Judul Tugas Akhir : **LEMPUNG DARI X KOTO SINGKARAK; KARAKTERISASI, MODIFIKASI, DAN KOMPARASI KATALITIKNYA DALAM KONVERSI MINYAK MELANTAH MENJADI BIODIESEL**

Nilai Bobot Arti :
 A 4,00 Sangat Cemerlang
 A- 3,75 Cemerlang
 B+ 3,50 Sangat Baik
 B 3,00 Baik
 B- 2,75 Hampir Baik
 C+ 2,50 Lebih dari Cukup
 C 2,00 Cukup
 D 1,00 Kurang
 P = Praktikum
 T = Tugas dan Laporan

Padang, 10 Februari 2025
 Dekan

 Prof. Dr. Mai Efdi
 NIP. 197205301999031003

SURAT KETERANGAN KERJA
No.095/SK-BAP/XII-25

Dengan ini Manajemen HR PT. BUMI ATSIRI PRIMA, Menerangkan bahwa nama yang tersebut dibawah ini :

Nama : Rifda Dinda Fadhila
Jabatan : QND Staff

Adalah benar karyawan di Perusahaan kami PT. Bumi Atsiri Prima yang telah bekerja sejak Tanggal 30 April 2025 sampai dengan 30 November 2025. Selama bekerja yang bersangkutan telah melakukan tugas dengan baik.

Dengan demikian mulai tanggal 01 Desember 2025 kerjasama antara PT. Bumi Atsiri Prima dengan Rifda Dinda Fadhila telah berakhir.

Surat keterangan ini dibuat untuk dipergunakan sebagaimana mestinya

Jakarta, 11 Desember 2025
PT. Bumi Atsiri Prima



Yuyun Rahmawati
HR & General Affair



CERTIFICATE

033 / TO / 33939 / 0902 / 2025

Is Presented to:

Rifda Dinda Fadhila, S.Si

As a Participant in the Training

“Kaji Ulang Manajemen Laboratorium Berdasarkan ISO 17025-2017”

and Completed Post Test with a score **70 / 100**

Held online via Zoom for 4 hours on February 09th, 2025

Jakarta, February 09th, 2025



MUHAMMAD IQBAL
CEO Teman Group



DIAN KOMALASARI M.K.K.K
Trainer

MAKIN AHLI



CERTIFICATE

071/AF-0F7/MA/III-2025

This Certificate is Proudly Presented to

Rifda Dinda Fadhila

Has successfully completed training

**CARA PEMBUATAN OBAT
YANG BAIK**

On March 01, 2025



Ariyani Wastika Mukti, S. Si

Head of Learning and Development

apt. Herdyna Gita Violleni, S.Farm.

Trainer

www.makinahli.com