

MALIKA KHALISHA SALSABILA

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Bekasi, West Java

Pharmacy graduate from Universitas Padjadjaran with strong administrative and organizational skills, built through structured data management and cross functional coordination experience. Proven ability to manage records, documentation, and multiple stakeholders with full accuracy, developed through a six month internship at BPOM RI and various leadership roles. Detail oriented, proactive, and comfortable coordinating with vendors, teams, and external parties to ensure smooth day to day operations.

WORK EXPERIENCES

Pharmacovigilance Intern [\[LINK\]](#) Nov 2025 – May 2026

BPOM RI (Indonesian Food and Drug Authority)

- Contributed to the development of e-MESO 2.0, a new adverse drug reaction reporting application, by retesting the system after each revision and reporting back any errors that persisted.
- Migrated over 142,000 terminology and institutional data records with 100% accuracy to support the e-MESO 2.0 master data.
- Inventoried Pharmacovigilance System Summary data used to support BPOM's 2026 inspection prioritization process.

Research Intern Aug 2024 – Dec 2024

Universitas Padjadjaran

- Processed and analyzed data across multiple variables to generate structured, evidence based reporting.
- Co-authored a research article published in the Indonesian Journal of Biological Pharmacy (Vol. 4 No. 3, December 2024). [\[LINK\]](#)

EDUCATION LEVEL

Universitas Padjadjaran 2021 – 2025

Bachelor of Pharmacy, GPA 3.28/4.00 [\[LINK\]](#)

ORGANIZATIONAL EXPERIENCE

Vice Head of Media and Information Department Jan 2024 – Dec 2024

BEM Kemafar Unpad | Universitas Padjadjaran

- Guided and oversaw the execution of the Media and Information Department's programs, ensuring all published content design was 100% compliant with the established design SOP.
- Delivered 80% of cross-departmental design requests within designated timeframes, coordinating closely with each PIC.

Registration Staff Sep 2024 – Nov 2024

4th International Seminar and Expo on Jamu & Biotechnology |

Universitas Padjadjaran

- Verified and processed registration data for 133 participants, coordinating directly with external attendees and partner institutions.
- Managed distribution of event materials and ensured timely delivery of e-certificates to all participants.

SKILLS

Technical Skills : Office Administration, Vendor & Logistics Coordination, Documentation & Reporting, Asset & Records Management.

Tools : Microsoft Office (Word, Excel, PowerPoint), Google Workspace (Docs, Slide Sheets, Form), Canva, CapCut.

Soft Skills : Communication, Critical Thinking, Teamwork, Attention to Detail, Adaptability, Problem Solving, Time Management, Collaboration, Proactive, Leadership.

