



LAFADH FADILLAH

PROFILE

Born at 02 December 1997 in Sukabumi, I live on JL Arif Rahman Hakim No. 10, Sukabumi. Raised from Kindergarten to Senior High School at Sukabumi, and move to Depok to take the Bachelor Degree at Gunadarma University in 2016. I am a Moslem, Single, Easy going, hardworking, and have an honest personality.

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EMAIL

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EDUCATION

GUNADARMA UNIVERSITY

Bachelor in Industrial Engineering
2016 - 2020

SKILL

- Working in a team or personal
- Want to learn and Able to adapt to the new environment
- Understand about Production flow, targets and Production needs
- Understand to Supervise, Control and Lead the team
- Understand about Purchasing flow, and Purchasing needs
- Negotiate Skill (Intermediate), and Tidy up the Documents
- Communication and Management Skill
- English (High Intermediate)

ORGANIZATION EXPERIENCE

OSIS GENERAL SECRETARY

School Organization at SMPIT ADZKIA Sukabumi
2012-2013

CHAIRMAN AT ENGLISH CONVERSATION CLUB

Ekstracurricular at SMAN 1 Kota Sukabumi
2015-2016

VICE CHAIRMAN AT BARAYA GUNADARMA SUKABUMI

Campus Organization
2019-2020

TRAINING / COURSE

LBPP LIA ENGLISH COURSE

Sukabumi
2015

QUALITY FUNCTION DEPLOYMENT DESIGNER V5

Campus Course
2018

ERGONOMICS DESIGN AND ANALYSIS WITH RULA

Campus Course
2018

SUPPLY CHAIN MANAGEMENT

Online Course
2024

ACHIVEMENT

4TH WINNER NATIONAL SCIENCE OLYMPIAD (OSN)

Earth Science, Sukabumi
2015

3RD WINNER HMTI'S FUTSAL COMPETITION

Campus Tournament (HMTI)
2019

WORK EXPERIENCE

QUALITY CONTROL (INTERNSHIP)

PT Indoexim International. Jepara
1 Feb 2019 - 30 Feb 2019

- Checking the quality, and amount of materials from supplier
- Reporting the results everyday

PENGOLAH DATA ENTRY SENSUS PENDUDUK

Badan Pusat Statistik Kabupaten Sukabumi
1 Nov 2020 - 30 Nov 2020

- Coordinating with Field Division for Citizen's Information
- Updating Citizen's Information in BPS's Data Entry

SALES REPRESENTATIVES

PT Pandawa LED Indonesia
1 Jun 2021 - 1 Jul 2021

- Selling Company's Product by visiting every store (door to door)
- Reporting the results everyday

PRODUCTION SUPERVISOR

PT Prosweal Indomax (Novell Pharmaceutical Laboratories Group)
1 Sept 2021 - 8 April 2025

- Supervise and control the production process every day
- Scheduling every operators, packers, and cleaners according to expertise, and production needs
- Cooperate with other divisions to achive company goals and production targets
- Create data related to production (SOI Machine and Process, Performance Assessment per 6 months, Completing Production Data per batch (Manufacturing Batch Record), etc.
- Conduct meetings with other departments to achieve company goals and production goals
- Reporting the results everyday

PRODUCTION SUPERVISOR + PPIC

PT Buana Raya Lestari (Universal Printing)
9 April 2025 - 26 Juli 2025

- Briefing with the warehouse, marketing, and sales to determine what products will be loaded everyday
- Adjust the production schedule with the predetermined loading schedule
- Create a production form / layout with specifications that match the request (quantity, material, size, motif, color, deadline, etc.)
- Check the availability of raw materials and packaging materials
- Scheduling every operators, and packers according to expertise, and production needs
- Supervise and control the production process every day
- Reporting the results every day

WORK EXPERIENCE

PURCHASING STAFF

PT ARGHANIAGA PANCATUNGGAL (RIDIA AKUSA GROUP)

28 Juli 2025 - Now

- accept a form item request or working request from the person in charge of the vessel / ship for sailing needs in all indonesian branches
- analyze / make sure every item or working request in the form before ask to the supplier for purchase the item (type, size, etc)
- ask to the supplier about availability item, terms of payment, price, discount, ppn, and shipping cost. (if it working order, ask about how to work, price, pph, how long, etc)
- make a price comparisons according to negotiations that have been carried out with several suppliers and ask approval to head division
- make a purchase order, and ask approval again
- notify the supplier by WhatsApp (PO scanned) and by Email
- prepare invoices and all attachment from suppliers to submitted to finance
- make sure the items have received by vessel / ship by receiving vessel / ship's items received form
- submit invoices and all attachment to finance to make a payemnt
- after payment, finance provides proof of payment and forwarding the proof of payment to the supplier
- photocopy the invoices and all attachment, and archive them in the archive room

LAFADH'S CERTIFICATE



LBPP LIA ENGLISH COURSE CERTIFICATION



BACHELOR DEGREE AT GUNADARMA UNIVERSITY



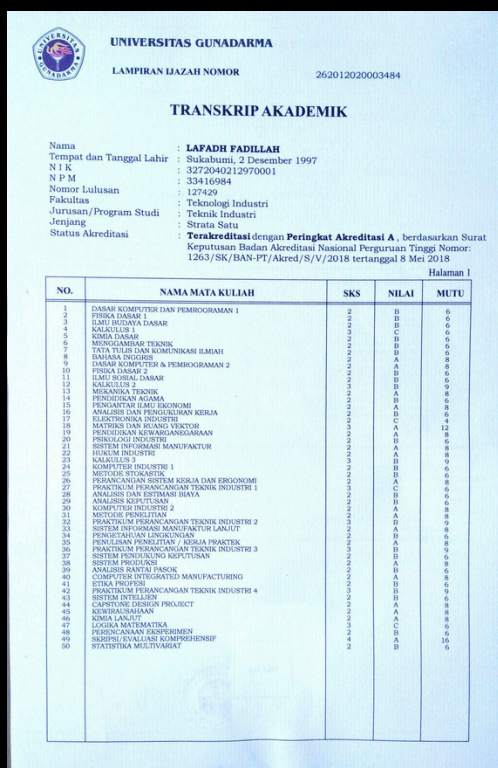
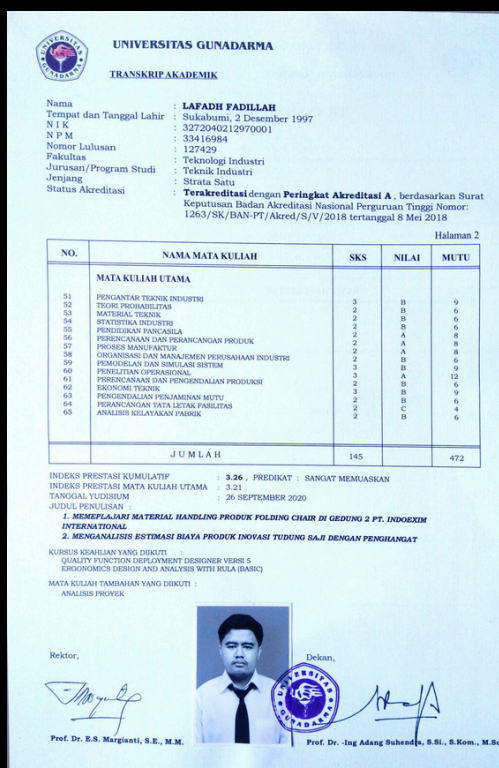
ERGONOMICS DESIGN COURSE CERTIFICATION

QFD DESIGNER V5 COURSE CERTIFICATION



PENGOLAH DATA ENTRY SENSUS PENDUDUK'S CERTIFICATE

NATIONAL SCIENCE OLYMPIAD (OSN)'S CERTIFICATE AS PARTICIPANTS IN THE PROVINCE LEVEL



SUPPLY CHAIN MANAGEMENT, DESIGN, AND OPERATIONAL ONLINE COURSE'S CERTIFICATE

TRANSCRIPTS RESULT OF BACHELOR DEGREE AT GUNADARMA UNIVERSITY