

Hiring Manager

PT. Mersifarma Tirmaku Mercusana

Sukabumi, West Java, Indonesia

Subject: Application for Quality Control Staff

Dear Hiring Manager,

I am writing to express my interest in the **Quality Control Staff** position at PT. Mersifarma Tirmaku Mercusana. As a **Pharmacist and graduate of Universitas Airlangga** with hands-on experience in Quality Control, I am eager to contribute my laboratory skills, analytical ability, and attention to detail to your Quality Control team.

During my internship at **PT. Genero Pharmaceutical**, I gained practical experience in conducting quality testing of **raw materials, packaging materials, finished products, and stability samples** using various analytical instruments, including HPLC, UV-Vis Spectrophotometer, AAS, FTIR, pH meter, Refractometer, Polarimeter, Densitometer, and Viscometer. I also handled raw material and packaging material sampling and managed retained samples through receiving, identification, storage, and periodic stock checks. These activities strengthened my ability to handle samples systematically and generate accurate analytical results to support product quality evaluation.

In addition, my experience at **PT. Dankos Farma** strengthened my skills in analytical documentation and quality systems. I prepared analytical method verification protocols and worksheets, conducted MQR and QRM analyses, and prepared quality-related documentation in accordance with GMP principles. These experiences developed my ability to work accurately with laboratory data, maintain proper documentation, and follow established procedures.

I am particularly interested in this position because it aligns with my laboratory experience in **analytical testing, stability testing, sample handling, and QC documentation**. I am a detail-oriented and analytical individual who is willing to learn and adapt to in-process quality control requirements. I am also comfortable using **Microsoft Excel and other Microsoft Office applications** for data processing and documentation.

I would appreciate the opportunity to contribute to your QC team and further develop my expertise in pharmaceutical quality control. Thank you for your time and consideration. I look forward to the opportunity to discuss my qualifications further.

Best regards,

Khoirunnisa Latansa Syakiroh, S.Farm., Apt.

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Fresh graduate Pharmacist with hands-on experience in **Quality Control** and **Quality Systems**. Experience in **analytical testing**, **data evaluation**, **analytical method verification**, **SOP preparation**, **MQR**, **QRM**, and **quality documentation** in accordance with GMP principles. Detail-oriented and analytical, with a strong commitment to data integrity, accuracy, and continuous quality improvement. Familiar with **GMP/CPOB**, **GDocP**, **ALCOA+**, and **pharmaceutical documentation practices**. Strong analytical thinking, attention to detail, and data-driven decision-making skills.

EDUCATION

Apothecary **Aug 2025 – Aug 2026**
Universitas Airlangga, Surabaya, Indonesia
GPA: 3.92/4.00

Bachelor of Pharmacy **Aug 2021 – Jul 2025**
Universitas Airlangga, Surabaya, Indonesia
GPA: 3.58/4.00

WORK EXPERIENCES

Internship (PKPA) – Quality Control (QC), PT. Dankos Farma **Jan 2026 – Feb 2026**
On Site, Jakarta Timur, Indonesia

- Developed analytical method verification protocols for raw material testing based on Supplement IV of the Indonesian Pharmacopoeia VI, including content and organic contaminant determination.
- Prepared analytical method worksheets based on verification protocols, supporting standardized analytical procedures and result documentation.
- Drafted SOPs for Manufacture Lot Release (MLR), supporting standardized implementation and documentation of MLR activities.
- Conducted analyses and compiled MQR, QRM, and comparison matrix reports, providing quality evaluation and supporting documentation for MLR submissions.
- Developed R&D protocols for the Special Access Scheme (SAS), providing documented procedures to support SAS activities.
- Prepared Design Qualification protocols based on URS for raw material sampling rooms, LAF, and pass boxes, providing qualification documentation aligned with user requirements.

Internship (PKPA) – PT. Penta Valent Surabaya **01 Dec 2025 – 13 Dec 2025**
On Site, Surabaya, Indonesia

- Handled the receipt, inspection, and storage of medicines based on order letters, purchase invoices, and applicable drug distribution regulations, ensuring proper receipt and storage documentation.
- Recorded the movement of medicines using FEFO/FIFO principles and verified the consistency of invoices, delivery notes, and delivery orders, ensuring accurate inventory and distribution records.
- Supported quality management in distribution by organizing documentation according to CDOB standards and inspecting medicines for expiration, damage, and proper labeling, supporting product quality and regulatory compliance.

Internship (PKKM) – Quality Control (QC), PT. Genero Pharmaceutical **Sep 2024 – Dec 2024**
On Site, Cikarang, Indonesia

- Conducted testing of raw materials, packaging materials, finished products, and stability samples using HPLC, UV-Vis Spectrophotometer, AAS, pH meter, FTIR, Refractometer, Polarimeter, Densitometer, and Viscometer, generating analytical results to support quality evaluation and product release.
- Managed retained samples, including receiving and identification, storage, and periodic stock checks, ensuring traceability and proper retained sample management.

- Collected raw material and packaging material samples for testing, ensuring representative samples were available for quality analysis.
- Prepared Cost of Goods Sold (COGS) calculations for QC analyses, supporting accurate cost estimation for laboratory testing.

ORGANISATIONAL / COMMITTEE EXPERIENCES

General Treasurer

May 2023 – Nov 2023

Unit Kegiatan Mahasiswa Tahfid'zul Qur'an (UKMTQ) Airlangga University

On Site, Surabaya, Indonesia

Managed organizational finances and budget allocation, ensuring responsible and transparent use of funds across divisions and work programs.

Chief Treasurer (Community Service Activities)

Apr 2022 – Apr 2023

Pharmashare 2023 held by BEM Faculty of Pharmacy Airlangga University

On Site, Surabaya, Indonesia

Managed financial planning and fund allocation for community service activities, ensuring effective utilization of resources and accountability

Executive Chair (Certification Examination Activities)

Apr 2022 – Jan 2023

Unit Kegiatan Mahasiswa Tahfid'zul Qur'an (UKMTQ) Airlangga University

On Site, Surabaya, Indonesia

Led and coordinated committee members across divisions and resolved operational issues during activities

RESEARCH & PUBLICATIONS

Undergraduate Thesis

Syakiroh, K.L. (2025). *Pengaruh Pemberian Epigallocatechin-3-gallate (EGCG) terhadap Ekspresi Gen Sirt-1, Autophagy Kinase 1 (ULK1) pada Mencit NAFLD dengan Induksi High-Fat Diet (HFD)*. Airlangga University.

Journal Publication

Syakiroh, K.L., et al. (2025). *Pengetahuan dan Tindakan Pengendara Sepeda Motor di Surabaya dalam mengatasi mata kering (Dry Eyes)*. Jurnal Farmasi Komunitas.

SKILL SETS

Technical Skills: Pharmaceutical Analysis, Analytical Testing, Analytical Method Verification, Stability Testing, Raw Material & Finished Product Testing, Sampling, QC Documentation, SOP Preparation, Material Quality Review (MQR), Quality Risk Management (QRM), GMP/CPOB, GLP, GDocP, Data Integrity

Analytical Instruments: HPLC, UV-Vis Spectrophotometer, FTIR, AAS, Karl Fischer, pH Meter, Refractometer, Polarimeter, Densitometer, Viscometer

Software: Microsoft Excel, Word, PowerPoint

Soft Skills: Analytical Thinking, Attention to Detail, Problem Solving

English Proficiency: ELPT UNAIR | Score: 463