



MUHAMMAD REZKI

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PROFILE

Biochemistry graduate from IPB University (GPA 3.79) with experience in industrial Quality Control, laboratory analysis, and analytical method development. Experienced in cosmetics QC, laboratory operations, sample preparation, data processing, and SOP/GLP-based workflows. Familiar with analytical instruments including GC-MS, HPLC, ICP-MS, and LC-MS/MS, as well as laboratory documentation and routine analytical procedures. Seeking opportunities in Quality Control, Research & Development, Quality Assurance, or analytical laboratory roles.

SKILLS

Technical Skills:

- Quality Control (QC), packaging material inspection, and In-Process Control (IPC)
- Cosmetic physical and chemical testing: pH, viscosity, specific gravity, weighing, and visual inspection
- Sampling, retain sample management, laboratory analysis, and QC documentation
- SOP, GLP, GMP, CPOB, CPKB, and Good Sampling Practice compliance
- R&D trial support, stability and accelerated stability testing, and analytical method development
- Analytical instruments: GC-MS, HPLC, ICP-MS, and LC-MS/MS (Waters & Agilent)
- Data analysis: Microsoft Excel/Office, SPSS, Design-Expert, Minitab, MassHunter Qualitative Analysis, Agilent ChemStation

Professional Skills:

- Attention to detail, analytical thinking, problem-solving, adaptability, communication, team coordination, and time management
- English: C2 Proficient (CEFR), 72/100 EF SET

EDUCATION

IPB University – Institut Pertanian Bogor, Indonesia 2020 – 2024
Bachelor of Science (S.Si.) in Biochemistry - GPA 3.79 / 4.00 (Cum laude)

- Specialization: Bioanalysis
- Relevant courses: Microbiology, Industrial Biochemistry, Clinical Biochemistry, Microbial Biochemistry, Biochemical Analysis

WORK EXPERIENCE

PT L'Essential – Tangerang Selatan, Indonesia April – August 2026
QC Staff – Physical & Chemical Packaging Material

- Performed Quality Control inspection of primary packaging materials for cosmetic products, including containers, closures, labels, stickers, and other packaging components, ensuring compliance with established specifications and identifying defects prior to use in production.

- Conducted in-process inspection (IPC) during primary packaging and filling operations, covering product identity, packaging quality, quantity, visual appearance, dimensional characteristics, weight, printing and labeling, and other applicable physical quality parameters.
- Performed periodic sampling and inspection throughout the packaging process, documented inspection results in IPC forms and QC logbooks, and identified and reported abnormalities or deviations during production.
- Supported Research & Development (R&D) activities during new product trials by assisting with in-process inspections and monitoring product and packaging parameters to ensure trial processes met established requirements.
- Conducted routine physical and chemical testing of cosmetic samples in the QC laboratory, including pH, viscosity, and specific gravity measurements for stability and accelerated stability studies.
- Managed QC retain samples by registering and documenting retained samples, organizing and storing samples in the QC retain room, and distributing samples according to product expiry dates.
- Performed verification of weighing instruments prior to testing and maintained accurate documentation of inspection and laboratory testing results in accordance with established QC procedures.
- Monitored environmental and process conditions during primary packaging activities, including room temperature and humidity, to ensure compliance with applicable requirements.
- Coordinated with QC supervisors, QC administration, production personnel, and R&D during inspection, testing, trial, and packaging activities, supporting timely resolution of quality-related issues.

PT Samator Indo Gas Tbk – Surabaya & Kudus, Indonesia

April – October 2025

Management Trainee – Sales

- Achieved total sales of approximately IDR 130 million within 7 months for packaged gas products.
- Managed customer databases and daily sales reports using Excel and the company's internal system.
- Monitored product distribution and coordinated with operations and logistics teams in Jepara-Kudus area to ensure delivery accuracy above 95%.
- Developed product knowledge of industrial gases, including O₂, N₂, CO₂, acetylene, and argon, and their applications in manufacturing and medical sectors.
- Conducted customer follow-ups and prepared monthly evaluation reports for the Director and Area Manager.

PT Prodia Widyahusada – Central Jakarta, Indonesia

April – July 2024

Mass Spectrometry Laboratory Intern

- Managed a method development project for very long-chain fatty acid (VLCFA) analysis using an Agilent GC-MS system, achieving 50% progress during the internship period.
- Supported routine analysis of patient fatty acid samples using Agilent GC-MS.
- Processed and analyzed data from fatty acid sample injections with MassHunter Qualitative Analysis software and Agilent MSD ChemStation.
- Performed the maintenance and operation of HPLC System with DAD & FLD instrument.

Department of Chemistry, IPB University – Bogor, Indonesia

August – December 2023

Laboratory Assistant – Chemistry, Science and Technology

- Supervised and guided students during laboratory practical sessions, providing technical assistance and troubleshooting equipment issues.
- Assisted in preparing and organizing laboratory experiments for undergraduate Chemistry courses while ensuring proper material handling and laboratory safety.
- Prepared chemical solutions, reagents, and samples according to experimental requirements and established SOPs.
- Monitored laboratory safety practices and provided guidance on hazardous material handling and emergency procedures.

PT Prodia Widyahusada – Central Jakarta, Indonesia

June – August 2022

Student Intern

- Participated in a method development project for organic acid analysis in urine samples using GC-MS, achieving 20% progress during the 3-month internship.
- Managed laboratory inventory related to liquid waste disposal, MS reagent and instrument component labeling, and reagent stock updates.
- Assisted laboratory staff with sample preparation for GC-MS, ICP-MS, and LC-MS/MS analyses, including blood and urine alcohol, fatty acid, heavy metal, hormone, and vitamin analyses.

CERTIFICATIONS & TRAINING

PT L'Essential | Internal Training, 2026

- CPOB
- CPKB
- Good Sampling Practice
- Production Process and In-Process Control (IPC)
- Weighing Procedures and Handling
- Equipment and Machinery
- Occupational Health and Safety (K3)
- Personal Hygiene and Sanitation
- Sistem Jaminan Produk Halal (SJPH)
- Pharmacovigilance

Makin Ahli

- Good Manufacturing Practices (GMP), 2024
- QA in Food Industry, 2024
- QC in Food Industry, 2024
- HACCP, 2024

IPB University

- Good Laboratory Practice (GLP), 2023

ORGANIZATIONAL EXPERIENCE

Community of Research and Education in Biochemistry

January – October 2022

Chief Executive of the Biochemistry Champion League 2022

- Successfully led and coordinated six divisions (over 40 people) in the planning and execution of a 10-month event with a 10% increase in participants from the previous year's event.
- Managed and built communication among division heads to ensure on-time and on-budget deliverables.
- Directly responsible to CREBs IPB in the planning and execution of the event.

Community of Research and Education in Biochemistry

December 2021 – December 2022

Staff of Sport and Art Division

- Successfully led the implementation of one of the biggest division's annual work programs and achieved over 100 participants.
- Managed and organized the administration of event participants.
- Created synergy and effective teamwork among division members.