

**Maya Dewiningrum**

QA Operation Officer | QC Compliance Officer | QC Analyst & Sampler

Depok, Indonesia

Mayadewiningrum.md@gmail.com

+62 821 1311 0860

www.linkedin.com/in/maya-dewiningrum

Profile

Highly organized and dedicated pharmaceutical professional with over with over 15 years of experience as QC & QA. 6 years of experience as Quality Assurance officer, ensure that all incoming imported goods & batch record are inspected in a timely and accurate manner in accordance with local requirements and applicable regulations. QA oversight of production/packaging activities on the production floor and warehouse area. 10 years Experience as QC sampler & QC analyst with precise, accurate and efficient way.

I act as the HSE Coordinator, First Aider, CIRF user, Trainer and Investigator for the Quality Department. I always work with the principle of data integrity (ALCOA+).

Employment History**Quality Operation Officer**

PT Novartis Indonesia, Jakarta | Aug 2019 – Present.

- Responsible for incoming imported goods are inspected timely and accurately (Sampling, reviewer, Reporting).
- Batch record review of import, local product (review of production & packaging document, finished product control, deviation/OOS/change control document, APQR).
- QA oversight production, packaging activity in shopfloor, packaging material development and warehouse .
- Perform Visual Inspection (AQL).
- Maintain documents related to batch release, market action, SAP transaction and local procedure.
- As certified investigator, create Deviation report and follow up action until closure on 1QEM.
- Create documentation & act as trainer of SOP, Form on d2Condor/esops.
- SAP/BRH Tools transaction for QA is executed as per decision.
- Maintain QA Retained Sample & stock opname.
- Create and maintain SOP & Form using d2 Condor.
- Data Integrity (ALCOA) implementation.
- Act as HSE Coordinator (Certified of Industrial Hygiene Program)
- Act as First Aider, CIRF user, Trainer and Investigator.
- Team of internal audit & GEMBA.
- Support ISO 9001, ISO 14001 & SMK3 implementation.

QC Support Compliance Officer

PT Sandoz Indonesia, Jakarta | Oct 2013 – Aug 2019

- Conduct sampling for QC (Raw material, Packaging material, Bulk product).
- Perform sampling & chemical testing for water monitoring in the QC laboratory as per protocols in accordance with the valid analytical procedure.
- Coordinate, maintain and create of SOP, control procedure, quality specification, analytical report/record for testing.
- Coordinate and maintain retained sample.
- Support CAPA, OOS, Change Request and QC Compliance activity in QC.
- Support QC supervisor to check all raw material, packaging material and half-finished goods data to assure data integrity.
- Support QC supervisor to scheduling of QC sampling & analyst.
- Responsible for archive QC document to document centre.
- Responsible on follow up, tracking and manage the status on SAP to conduct labeling and print label status QC from SAP system.
- Act as HSE Coordinator for QC.
- Executes the daily operations for the assigned task in compliance with SOP, HSE, and other GxP guidelines.

QC Analyst

PT Sandoz Indonesia, Jakarta | Aug 2009 – Oct 2013

- Conduct sampling for QC (Raw material, Packaging material, Bulk product).
- Conduct sampling & analysis as per appropriate analytical procedures, protocols and SOP's with precise, accurate and efficient way.
- Perform analysis for raw material, packaging material, cleaning validation, validation batch, bulk/ finished products, stability, and chemical testing for water monitoring in the QC laboratory as per protocols in accordance with the valid analytical procedure.
- Verifying the test results of other analysts (peer to peer review/second checker)
- Check the calibration status of equipment, reagents and reference standards before use.
- Provide analysis reports on time & daily QC activities achieve the targets.
- Implement QC system requirements, GMP and HSE in the daily QC activities
- Reports out of Specification (OOS) test results to superiors and conduct appropriate investigations as per related SOP.
- Executes the daily operations for the assigned task in compliance with SOP, HSE, and other guidelines.
- Responsible for stock opname for reagent and order if minimum stock is reached.

QC Analyst

PT Bayer Indonesia, Jakarta | June 2008 – May 2009

- Conduct sampling of packaging material (Primary, secondary, tertiary)
- Conduct analysis as per appropriate analytical procedures, protocols and SOP's with precise, accurate and efficient way.
- Perform analysis for packaging material with the valid analytical procedure.

Education

Bachelor of Industrial Engineering | Pancasila University, Jakarta | 2009 – 2013

Chemical Analyst | Sekolah Menengah Analis Kimia Bogor (SMAKBo) | 2004 – 2008

Awards & Impact

- Certified Deviation and OOS Investigator – Deviation & OOS handling.
- Exceptional award, 2025 – Performance, contribution, or achievement that significantly exceeds standard expectations in handling the approval of imported products.
- HSE Award 2025 – In recognition as the best employee who implement Health and Safety in Quality Departement
- Basic first aid training, 2025 – An essential, hands-on educational program designed to teach individuals immediate, life-saving techniques to help injured or suddenly ill people
- W501, 2015 – Industrial Hygiene Certification Program “Measurement of Hazardous Substance”

UNIVERSITAS PANCASILA JAKARTA

Memberikan ijazah kepada : *Maya Dewiningrum*
Tempat dan Tanggal Lahir : *Bogor, 7 Januari 1990*
Nomor Pokok : *4408215032*
Program Pendidikan : *SARJANA*
Fakultas : *TEKNIK*
Program Studi : *TEKNIK INDUSTRI*
Tanggal Kelulusan : *27 Maret 2013*

Ijazah ini diserahkan setelah yang bersangkutan memenuhi semua persyaratan yang ditentukan dan kepadanya dilimpahkan segala wewenang dan hak yang berhubungan dengan ijazah yang dimilikinya, serta berhak memakai gelar akademik Sarjana Teknik (S.T.)

N.I.R.L. : 31134413210013

REKTOR,



Dr. EDIE TOET HENDRATNO, S.H., M.Si



JAKARTA, 5 April 2013

DEKAN,



Ir. FAUZRI FAHIMUDDIN, M. Sc. Eng., D. Eng.



UNIVERSITAS PANCASILA

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Yayasan : 727.2010, FE. : 727.1830, FF : 786.4727, FH : 727.2443, FT. : 786.4730, Fak Psikologi : 787.1325

Fikom : 787.0451, Fak Pariwisata : 78885779, MM : 314.3966, Maksi : 7872355, MIH : 391.9013, MTM : 319.26047,

MIF : 786.4727, Program Doktor Ilmu Ekonomi : 390.4271

NOMOR SERI : 440013/S1/UP/III/2013

TRANSKRIP AKADEMIK

Fakultas : TEKNIK
Program Studi : TEKNIK INDUSTRI
Program Pendidikan : SARJANA (S-1)
Nama Mahasiswa : MAYA DEWININGRUM
Tempat/Tgl. Lahir : Bogor, 7 Januari 1990
Nomor Pokok Mahasiswa : 4408215032
Tanggal Kelulusan : 27 Maret 2013
N.I.R.L. : 31134413210013
Nomor seri Ijazah : 440013/S1/UP/2013

Hal. 1

NO.	MATA KULIAH	KODE MATA KULIAH	PRESTASI			
			HM	AM	K	M
I.	MATA KULIAH PENGEMBANGAN KEPERIBADIAN					
1.	Pendidikan Agama Islam	00412112	A-	3,67	2	7,34
2.	Pendidikan Kewarganegaraan	00422117	A-	3,67	2	7,34
3.	Filsafat Pancasila	00432118	A	4,00	2	8,00
II.	MATA KULIAH KEILMUAN DAN KETRAMPILAN					
1.	Fisika 1	00412237	C+	2,33	2	4,66
2.	Fisika 2	00422238	B	3,00	2	6,00
3.	Praktikum Fisika	00411261	B+	3,33	1	3,33
4.	Kimia	00412239	C+	2,33	2	4,66
5.	Kalkulus 1	00413235	A	4,00	3	12,00
6.	Kalkulus 2	00423236	A	4,00	3	12,00
7.	Pemrograman Komputer	00422248	B	3,00	2	6,00
8.	Prak. Pemrograman Komputer	00421263	B	3,00	1	3,00
9.	Menggambar Teknik	00422241	B-	2,67	2	5,34
10.	Mekanika Teknik	00422242	A	4,00	2	8,00
11.	Material Teknik	00422243	A-	3,67	2	7,34
12.	Proses Manufaktur 1	00432244	B+	3,33	2	6,66
13.	Proses Manufaktur 2	00442245	B-	2,67	2	5,34
14.	Praktikum Proses Manufaktur	00431262	C+	2,33	1	2,33
15.	Computer Aided Design (CAD)	00432246	C+	2,33	2	4,66
16.	Elektronika Industri	00432247	A-	3,67	2	7,34
17.	Analisis & Pengukuran Kerja	00432253	B-	2,67	2	5,34
18.	Aljabar Linier & Matriks	00433249	C	2,00	3	6,00
19.	Statistik Industri 1	00433251	B	3,00	3	9,00
20.	Statistik Industri 2	00443252	B-	2,67	3	8,01
21.	Optimasi 1	00433257	B-	2,67	3	8,01
22.	Optimasi 2	00443258	C	2,00	3	6,00
23.	Praktikum Statistik Industri	00441265	C+	2,33	1	2,33
24.	Perancangan Sistem Kerja & Ergonomi	00442254	B-	2,67	2	5,34
25.	Prak. Perancangan Sistem Kerja & Ergonomi	00451264	B	3,00	1	3,00
26.	Ekonomi Teknik	00453255	C+	2,33	3	6,99
27.	Pengendalian Kualitas Statistik	00453259	C	2,00	3	6,00
28.	Simulasi Komputer	00463240	B-	2,67	3	8,01
III.	MATA KULIAH KEAHLIAN BERKARYA					
1.	Pengantar Teknik Industri	00413341	A-	3,67	3	11,01
2.	Keselamatan & Kesehatan Kerja	00442342	B-	2,67	2	5,34
3.	Analisis & Estimasi Biaya	00443366	C+	2,33	3	6,99
4.	Pengantar Manajemen & Bisnis	00452333	B+	3,33	2	6,66
5.	Pemodelan Sistem	00452337	C	2,00	2	4,00

NO.	MATA KULIAH	KODE MATA KULIAH	PRESTASI			
			HM	AM	K	M
6.	Industri Manufaktur	00452347	A-	3,67	2	7,34
7.	Industri Kimia	00452363	A	4,00	2	8,00
8.	Pengembangan Produk	00453332	A-	3,67	3	11,01
9.	Perencanaan & Pengendalian Produksi	00453334	C	2,00	3	6,00
10.	Praktikum Sistem Produksi	00461343	B	3,00	1	3,00
11.	Teknologi Pengolahan Limbah	00462365	A-	3,67	2	7,34
12.	Perancangan Organisasi	00463336	A	4,00	3	12,00
13.	Sistem Produksi	00463338	B+	3,33	3	9,99
14.	Sistem Informasi Manajemen	00463339	B	3,00	3	9,00
15.	Total Productive Maintenance	00463344	A-	3,67	3	11,01
16.	Production Lifecycle Managing-Ecolabelling	00463360	A	4,00	3	12,00
17.	Praktikum Manajemen Industri	00471364	B-	2,67	1	2,67
18.	Metodologi Penelitian	00472340	B	3,00	2	6,00
19.	Kerja Praktek	00472346	B+	3,33	2	6,66
20.	Analisis & Perancangan Industri	00473331	C	2,00	3	6,00
21.	Perencanaan Tata Letak Fasilitas	00473335	B-	2,67	3	8,01
22.	Manajemen Pemasaran	00473345	D	1,00	3	3,00
23.	Sistem Manaj Lingkungan	00473351	B-	2,67	3	8,01
24.	Technopreneurship	00482348	A-	3,67	2	7,34
25.	Tugas Akhir/Skripsi	00485367	A-	3,67	5	18,35
IV. MATA KULIAH PERILAKU BERKARYA						
1.	Pengantar Ilmu Ekonomi	00412418	A	4,00	2	8,00
2.	Ilmu Kealaman Dasar	00412423	A-	3,67	2	7,34
3.	Bahasa Indonesia	00412424	A	4,00	2	8,00
4.	Bahasa Inggris	00412425	A	4,00	2	8,00
5.	Pengetahuan Lingkungan	00422419	B+	3,33	2	6,66
6.	Psikologi Industri	00422426	A-	3,67	2	7,34
7.	Etika & Komunikasi Profesional	00472422	A-	3,67	2	7,34
V. MATA KULIAH BERKEHIDUPAN BERMASYARAKAT						
1.	Hukum dan Peraturan	00442504	B	3,00	2	6,00
2.	Ilmu Sosial & Budaya Dasar	00442505	A	4,00	2	8,00
JUMLAH KREDIT KUMULATIF					149	458,78
INDEX PRESTASI KUMULATIF					3,08	
PREDIKAT KELULUSAN					Sangat Memuaskan	



(Dr. Edie Toet Hendratno, S.H., M.Si)



Jakarta, 27 Maret 2013

UNIVERSITAS PANCASILA

DEKAN,

(Ir. Fauzan Fahimuddin, M. Sc. Eng., D. Eng.)

Keterangan :

- H.M : Huruf Mutu (A,A-,B+,B-,C+,C,D,E)
- A.M : Angka Mutu (4 , 3.67, 3.33 , 3 , 2.67, 2.33 , 2 , 1, 0)
- K : Kredit (2 sks,dsb)
- M : Mutu (perkalian dari AM*K)

DEPARTEMEN PENDIDIKAN NASIONAL
REPUBLIK INDONESIA

I J A Z A H

SEKOLAH MENENGAH KEJURUAN 4 TAHUN

Bidang Keahlian : Kimia.....

Program Keahlian : Analisis Kimia.....

TAHUN PELAJARAN 2007/2008

Yang bertanda tangan di bawah ini, Kepala Sekolah Menengah Kejuruan
Analisis Kimia "SMAKBO" Bogor..... menerangkan bahwa:

nama : MAYA DEWININGRUM.....

tempat dan tanggal lahir : Bogor, 7 Januari 1990.....

nama orang tua : Jaka Sulistia.....

sekolah asal : SMK Analisis Kimia "SMAKBO" Bogor.....

nomor induk : 04.50.05268.....

LULUS

dari satuan pendidikan berdasarkan hasil Ujian Nasional dan Ujian Sekolah serta telah memenuhi seluruh kriteria sesuai dengan peraturan perundang-undangan.

Bogor, 14 Juni..... 2008

Kepala Sekolah,



Dra. R. Uliwi Widarich, B.Sc, MM.Pd

NIP. 09 001 7476.....

No. Mk 0005896

DAFTAR NILAI SEKOLAH MENENGAH KEJURUAN 4 TAHUN

Nama : MAYA DEWININGRUM
 Tempat, Tanggal Lahir : Bogor, 7 Januari 1990
 Nomor Induk : 04.50.05268
 Sekolah Asal : SMK Analis Kimia "SMAKBO" Bogor
 Program Keahlian : Analisis Kimia

I. UJIAN NASIONAL

No	Mata Pelajaran	Tertulis	Praktik
1	Bahasa Indonesia	7.20	-
2	Bahasa Inggris	9.00	-
3	Matematika	8.33	-
4	Kompetensi Keahlian	-	7.96

II. UJIAN SEKOLAH

No	Mata Pelajaran	Tertulis	Praktik
1	Pendidikan Agama	8.65	8.82
2	Pendidikan Kewarganegaraan dan Sejarah	7.42	-
3	Bahasa Indonesia	-	8.63
4	Pendidikan Jasmani dan Olah raga	-	7.48
5	Ketrampilan Komputer dan Pengelolaan Informasi	7.69	7.43
6	Kewirausahaan	7.96	7.47
7	Fisika	8.21	8.13
8	Biologi	7.00	-

III. KOMPETENSI KEAHLIAN UTAMA

No	Kompetensi	Nilai
1	Melaksanakan komunikasi interpersonal	7.87
2	Melaksanakan kegiatan di laboratorium dengan benar (GLP)	7.75
3	Membersihkan dan menyiapkan laboratorium untuk analisis rutin	7.74
4	Menyimpan pereaksi yang masih bisa digunakan dan membuang pereaksi yang kadaluarsa	8.28
5	Membersihkan dan merawat peralatan gelas, keramik dan alat penunjang kerja lainnya	7.71
6	Melaksanakan pengambilan dan penanganan sampel	7.71
7	Membuat dan menstandarisasi larutan/ pereaksi	7.19
8	Bekerja berdasarkan keselamatan dan kesehatan kerja (K3)	7.86
9	Melaksanakan analisis fisika non instrumental	7.35
10	Melaksanakan analisis gravimetric	7.39
11	Melaksanakan analisis spektrofotometri UV-Visible dan kolorimetri	7.00
12	Melaksanakan analisis volumetri	7.19
13	Melaksanakan analisis mikrobiologi	7.49
14	Melaksanakan analisis elektrokimia	7.53
15	Melaksanakan analisis organoleptik	7.66
16	Melaksanakan analisis kromatografi	8.19
17	Melaksanakan analisis jenis (klasik)	7.00
18	Melaksanakan analisis proksimat	7.00
19	Melaksanakan analisis fotometri nyala, emisi atomik dan spektrofotometri serapan atom	7.57
20	Menggunakan prosedur analisis	7.05

Bogor, 14 Juni 2008
 Kepala Sekolah,

Dr. R. Widiyandari, B.Sc., MM.Pd
 NIP. 09 001 7476





Certificate of Training
'Module W501 : Measurement of Hazardous Substances'

Mumbai, India

November 18-21, 2015

This is to certify that

Mr. /Ms. MAYA DEWINGNIGRUM SULISTIAH has completed the module 'W501:
Measurement of Hazardous Substances' presented by
ISS (India) Consultancy Services Pvt. Ltd.

Maharshi Mehta

Maharshi Mehta, CIH, CSP

Course Director

ISS (India) Consultancy Services Pvt. Ltd.

Certificate No. 00756/EAIL/III/07/BG

Serial No. 158773



LEMBAGA BAHASA & PENDIDIKAN PROFESIONAL LIA

Certificate

It is hereby certified that

MAYA DEWININGRUM

born in Bogor on January 07, 1990,

has successfully completed a 176-hour package of

English for Adults : Intermediate Levels

Issued in Bogor on September 22, 2007

Lembaga Bahasa &
Pendidikan Profesional
LBPP



ASDI, SE., M.Si.

Bogor Branch Manager