

JACKY SIMBOH

Apothecary

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Registered Pharmacist with hands-on experience in pharmaceutical services and regulatory compliance, transitioning into the pharmaceutical industry with a strong focus on **Quality Assurance (QA) and In Process Control (IPC)**. Experienced in **SOP implementation, documentation control, audit readiness, and compliance monitoring** under BPOM and Ministry of Health regulations. Demonstrates high attention to detail, data integrity, and adherence to standardized procedures from both healthcare and banking environments. Strong interest in contributing to **GMP-based quality systems**, ensuring product quality, process consistency, and regulatory compliance.

WORK EXPERIENCE

MAYAPADA HOSPITAL – Bogor, Indonesia

Supporting Pharmacist – Outpatient Pharmacy

Okt 2025 – Present

- Performed **quality monitoring of pharmaceutical products**, ensuring compliance with storage conditions and hospital standards.
- Maintained **accurate and traceable documentation** to support audit readiness and regulatory compliance.
- Conducted **inventory control and stock monitoring**, ensuring FEFO/FIFO implementation and product integrity.
- Supported **safe distribution processes** aligned with pharmaceutical quality standards.
- Identified potential risks in medication handling and ensured corrective actions were implemented.

ST. CAROLUS HOSPITAL, PRIMARY CLINIC KLENDER – Jakarta, Indonesia

Pharmacist in charge

(Aug 2024 – Aug 2025)

- Ensured **full compliance with BPOM and Ministry of Health regulations** in pharmaceutical operations.
- Developed, reviewed, and implemented **Standard Operating Procedures (SOPs)** to ensure process consistency.
- Managed **documentation system aligned with Good Documentation Practice (GDP)**.
- Acted as **Person in Charge during inspections**, ensuring audit readiness and document traceability.
- Conducted **process monitoring and compliance evaluation**, identifying gaps and potential risks.
- Supported **audit activities**, including documentation preparation and basic CAPA implementation.
- Managed **controlled drug documentation** (narcotics, psychotropics) with high accuracy and compliance.

PT. BANK CENTRAL ASIA, Tbk – Jakarta, Indonesia

Frontliner

(Oct 2022 – Oct 2023)

- Maintained **high accuracy in data entry and documentation**, ensuring compliance with internal procedures.
- Applied strict adherence to **SOPs and audit standards** in daily operations.
- Strengthened **attention to detail, discipline, and risk awareness** in regulated environments.

SKILLS

- **Communication**
Committed to fostering open dialogue, promoting understanding and achieving goals through effective communication
- **Teamwork**

- Demonstrated ability to work effectively between teams and maintaining positive dynamics
- Leadership
Lead by example, motivate your team, and foster a cooperative and fruitful work atmosphere.
- Microsoft Office
Ms. Word, Ms Excel. Ms. Power Point

EDUCATION

UNIVERSITAS 17 AGUSTUS 1945 JAKARTA

Apothecary

(Jan 2020 – Aug 2023)

UNIVERSITAS KRISTEN INDONESIA di TOMOHON

Pharmacy

(Aug 2016 – Dec 2019)

ORGANIZATION

KOMISI PELAYANAN REMAJA GMIM WINALIAN WALIAN 1

Chief

(July 2022 – July 2023)

- Plan and lead commission meetings, establish the agenda, and make sure that all organization members are informed in a timely and clear manner.
- Effective communication helps individuals express their wants, goals, and contributions to others and fosters a sense of belonging and community.

KOMISI PELAYANAN ANAK GMIM IMANUEL WALIAN

Secretary

(Jan 2018 – Dec 2021)

- effectively put in place a sound administrative system and possess the ability to effectively arrange schedules and documents