

BIAS EDINA ZERLINDA

Demand Planning Analyst • Industrial Engineering Graduate
Techninal Project Coordinator • Data Analysis • Supply Chain
Optimization

Jakarta | +62 821 8695 0992 | bias.zerlinda06@gmail.com |
<https://www.linkedin.com/in/bias-edina-zerlinda>



SUMMARY

Industrial Engineering graduate with strong analytical and organizational skills, currently working as a Demand Planning Analyst with hands-on experience in inventory monitoring, demand forecasting, and supply chain coordination. Strong background in project coordination, data analysis, and process improvement across manufacturing and distribution environments. Skilled in VBA, Power BI, and data-driven reporting to support effective planning decisions. Passionate about continuous improvement, problem-solving, and driving operational efficiency through collaboration and analytics.

EXPERIENCE

PT EVO MANUFACTURING INDONESIA– Palembang, Indonesia

Demand Planning Analyst (January, 19th, 2026 - Present)

- Monitored and evaluated branch inventory levels to ensure optimal stock availability and minimize stockout and overstock risks.
- Processed and input branch stock requests into the internal IT system accurately and on schedule.
- Coordinated with Import and Warehouse teams to align delivery schedules and ensure smooth and timely product distribution.
- Conducted demand analysis and forecasting based on predefined sales targets to support supply planning activities.
- Prepared and delivered stock requirement reports and analytical insights on a weekly, monthly, and quarterly basis to support management decision-making.

PT MULTICOLOR CORPORATION LABEL – Bekasi, Indonesia

Technical Project Coordinator (October, 21st, 2024 – January, 15th, 2026)

- Supported New Product Development (NPD) by preparing and validating master estimates in Radius Live, and breaking down client projects into actionable production steps.
- Managed reconfirmation jobs by reviewing and validating specification changes to ensure accuracy and seamless system integration.
- Coordinated end-to-end readiness for new product launches, including die-cut availability, layout processing, and purchasing alignment.
- Communicated with die-cut suppliers from Germany and Thailand to ensure specifications met production requirements.
- Tracked tooling readiness to ensure all materials were available before the scheduled production run.
- Documented and controlled first production results (bundle) to ensure quality consistency.
- Oversaw trials for material, coating, and varnish changes to ensure machine compatibility and production stability.
- Participated in weekly final brief meetings to resolve project issues and support cross-functional coordination.
- Conducted material specification and cost-efficiency analysis to reduce waste and optimize resource utilization.

Internal Auditor ISO 9001:2015 (October, 21st, 2024 – January, 15th, 2026)

- Conducted internal quality audits based on ISO 9001:2015 requirements using the process approach and Turtle Diagram methodology.
- Evaluated process compliance, effectiveness, and documentation accuracy across departments.
- Identified audit findings using standardized criteria (Critical, Major, Minor, Observation, Recommendation).
- Prepared audit reports, reviewed objective evidence, and collaborated with auditees to clarify findings and process gaps.
- Supported corrective and preventive action (CAPA) follow-ups to ensure timely closure and continuous improvement.
- Ensured adherence to audit principles including integrity, fairness, confidentiality, independence, and evidence-based evaluation.

PT ANUGERAH PHARMINDO LESTARI – Bekasi, Indonesia

Quality Assurance - Intern (February, 1st, 2023 - January, 31st, 2024)

- Led a project as Project Manager to develop datalogger and document monitoring tools using VBA, including design, testing, implementation, and training across branches.
- Ensured the tools operated smoothly and were user-friendly, taking full responsibility for their success and maintenance.
- Validated the transition from 500gr to 400gr Ice Gel, ensuring quality standards were met.
- Reviewed branch documents, coordinated approvals, and developed tools to streamline operations, and uploaded documents to SignNow and DocuSign for finalization.

PT DHARMA CONTROLCABLE INDONESIA West Java, Indonesia

Production Planning Inventory Control – MSIB Intern (August, 18th, 2022 - December, 23rd, 2022)

- Eliminating stagnation in inventory (level stock), looking for safety stock due to defects, analyzing the root cause of the product defect, EHS, and create a draft inventory dashboard.

RAKAMIN ACADEMY [KIMIA FARMA] - Jakarta, Indonesia

Big Data Analyst – Virtual Internship (May, 5th, 2022 - June, 5th, 2022)

- Identify, collect, analyze, visualize and communicate data by understanding the right methods to use.

BOOTCAMP DIBIMBING.ID - Jakarta, Indonesia

Data Science (November, 22nd, 2021 – Desember, 2nd, 2021)

- Understanding Web Development, Digital Marketing Fundamental Material, How to Create Engaging Content and Copywriting for Digital Marketing, Understanding Facebook & Instagram Ads, and How to Set Up Ads on Facebook Business Manager.

LGS MODEL UNITED NATIONS CONFERENCE - Pakistan

Delegate of Indonesia (February, 4th, 2021 - February, 7th, 2021)

- Discuss together global problems that occur in the world according to the topics discussed and implement them in the countries they hold.

GIRL UP BEKASI – Bekasi, Indonesia

Program Development (January, 3rd, 2021 - June, 8th, 2021)

- Develop program ideas whose themes have been determined by the Event organizer division by discussing with the project manager and project manager representatives to be realized.

PRESIDENT UNIVERSITY MAJOR ASSOCIATION – Bekasi, Indonesia

Batch Representative (January, 8th, 2021 - February, 6th, 2022)

- Establish written and unwritten regulations within the organization to be included in the Articles of Association and Bylaws as a guide, supervise the performance of Puma management both in activities (events) and daily (meetings), and oversee the implementation of regulations within Puma (quality control), as well as evaluation.

PRESIDENT UNIVERSITY MODEL UNITED NATIONS – Bekasi, Indonesia

Administrative (November, 27th, 2020 - December, 1st, 2021)

- Make a letter for the purposes of a conference or other activity and ask for a signature for legitimacy from the parties concerned. Save important documents. Carry out activities related to LoA letters and so on.

PROJECT

- Created "Datalogger Monitoring", a VBA-based tool integrated with a scanner to track datalogger movements, providing real-time insights on calibration schedules, status, and usage.
- Developed "Mapping Validation Monitoring", a VBA tool to ensure timely validation mapping across branches, covering scheduling, protocol adherence, implementation progress, and reporting.
- Built an Inventory Dashboard to visualize product movement and defect trends, improving production planning and stock management efficiency.
- Initiated and implemented a Master Estimate Naming Standardization Project, optimizing the naming format due to character limitations in Radius Live. This ensured that all names carried essential value indicators to ease production understanding and minimize confusion on the shop floor.

EDUCATION

PRESIDENT UNIVERSITY (2020 – 2024)

Industrial Engineering - GPA 3.49

CERTIFICATIONS

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|---|---------------------------|
| ● Managing and Improving Quality Management | ● Internal Auditor |
| ● Data Science for Beginner | ● The Most Active Student |
| ● TOEFL | ● PET English Test |

SKILLS

- | | |
|--------------------------|------------------------------------|
| ● Microsoft Office | ● Python |
| ● Social media marketing | ● Search Engine Optimization (SEO) |
| ● Radius Live | ● Microsoft Power BI |
| ● Macro VBA | ● Photoshop |
| ● Google Colab | ● MinitabAutoCAD |
| ● ProModel | |