

CURRICULUM VITAE

PERSONAL INFORMATION

Name : Ramdhan Sucipto Surahman
Place, Date of Birth : Sukabumi, 17 January 1998
Sex : Male
Marital Status : Married
Nationality : Indonesian
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EDUCATIONAL BACKGROUND

Bachelor Degree of Pharmacy
University of Mathla'ul Anwar Banten (2017 – 2022)

GPA : 3.10 of 4.00

Final Project : “Pengembangan Metode Analisis Penentuan Kadar Glukosamin HCl, Kondroitin Sulfat dan Metilsulfonilmetan dalam Sediaan Kaplet Secara Simultan dengan KCKT”

CAREER MAIN ROLE

An experienced pharmacist and also chemistry analyst in lab and industrial treatment. I can work normally even under pressure. Familiar with quality analyst of pharmaceutical product and its research and development, also familiar with laboratory instrument such as HPLC, Spectrophotometry, and more. I can write, read, and speak Bahasa Indonesia and English. I also widening knowledge in order to overcome my own potential such as I learned how to teach at school and I also learned how to manage people in organization and at school also. I'm used to configure and analyzing data with computer.

CAREER SUMMARY

I was given opportunity to do the internship at one of the best drugstore/pharmacy in Menes, Pandeglang in Indonesia named Apotek Gemilang Farma and learn to perform data collection using Microsoft Excel efficiently. I also manage to provide fast and efficient service by providing easy explanations for customer's comprehension and I have the capability to multitask in a fast-paced work environment while maintaining attention to detail.

Not to mention that during my study at Politeknik AKA Bogor, I had the opportunity to be the Event Coordinator during the SASEKA (Sanggar Seni Kimia Analisis) regeneration event. From that, I've get organizing skills to manage program/agenda and also managing people for team-working, event organizing and more.

On another occasion, I experienced to do the internship until becoming employee as the Quality Assurance Staff at PT. Harbat Farma that located in Tangerang, Indonesia. I have learn about the process of drug production and supervising in every step of the process such as planning, procurement, storage, preparation, production, product analyze and also distribution. I also manage and calculating data efficiently and doing many reports for BPOM. I am capable to analyze and ensure the quality of production materials until finished products. In this industry, I also help my manager to supervise other departments and assisting the process of laboratory analysis related to the quality of materials and products by using many laboratory instruments such as HPLC, Spectrophotometer, Hardness Tester, Moisture Analyzer, Dissolution Tester, Disintegration Tester, Friability Tester and many more.

Recently, I experience teaching at school named SMP Islam Kembang Kuning and SMA Plus Kembang Kuning at Parung Kuda, Indonesia. I've learned how to educate kids by providing efficient and fun teaching for them, and also shew many programs to maintain kid's talent and potention. Also I often to be given responsibility to compute data such as student's data, financial data, etc.

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CORE COMPETENCIES

- Excellent at operating computer and Microsoft
- Excellent capability in processing data using Microsoft Excel and SPSS
- Excellent at improvement and problem solving for efficient working activity
- Excellent at leadership and working attitude
- Excellent at communication and teamwork

PROFESSIONAL EXPERIENCE

- **Staff Pharmacist at Apotek Gemilang Farma (Sep – Okt 2019)**
 - Providing fast and efficient service
 - Providing easy explanation for customer's comprehension about drug
 - Collecting and computing financial data
- **Quality Assurance Staff at PT. Harbat Farma (2019 – 2020)**
 - Analyzing and supervising the process of drug production from material until distribution
 - Supervising the work of other department
 - Help to improve the drug quality
 - Organizing other department to provide fast and efficient work
 - Manage relations with other company for distributing drug product and bind relations with BPOM
 - Processing management and financial data
- **Teacher and staff at SMP Islam & SMA Plus Kembang Kuning (2022 – 2023)**
 - Teaching students of 7,8,9 & 10
 - Processing students and school data
 - Computing and processing infrastructure data
 - Organizing students and improving their skills in academic and non-academic
 - Vice principal of student affairs and infrastructure
- **Finance Franchise of Branch Cianjur Staff at PT. Sumber Alfaria Trijaya (2023 – 2024)**
 - Daily cash management & reconciliation
 - Perform daily reconciliations
 - Supervised and verified daily cash deposits
 - Identified and resolved cash variances
- **Apotecary Assisstant at RSUD Sekarwangi (2024 – now)**
 - Prescription processing and dispensing
 - Inventory and medical supply management
 - Administration and regulatory compliance
 - Interpreted, verified and compounded non-sterile prescriptions for hundreds of outpatient and inpatient cases daily, strictly following doctor's orders.
 - Prepared medications using the UDD (Unit Dose Dispensing)
 - Provided basic drug information to patients
 - Applied FEFO and FIFO systems in drug arrangement
 - Monitored storage temperatures
 - Inputted daily medication usage data into the hospital information system (SIMRS)
 - Supplied and managed specialized medications and medical consumables (BHP) specifically required for surgical procedures and anesthesia.
 - Prepared individual patient medication kits tailored to specific surgical schedules and anesthesiologists' requests.

- Maintained emergency carts (trolley emergency) and crash carts within the operating theater, ensuring all life-saving drugs were fully stocked and unexpired.
- Performed fast-paced dispensing and inventory tracking under high-pressure surgical environments with 100% accuracy.
- Monitored and controlled the strict inventory of high-alert medications and narcotics used during surgeries, including accurate post-operative dosage recording.

SKILL

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|--|-------------------------------------|
| - Microsoft Office | - Product Development |
| - Chemistry instrument (HPLC, Spectrophotometry) | - Creative thinking and Improvement |
| - SPSS | - English |
| - Dispensing & compounding | - Unit dose dispensing (UDD) |
| - Cold chain management | - Inventory control |
| - Emergency cart management | - High alert & narcotic handling |
| - Problem solving | - System & administration handling |
| | - High attention to detail |
| | - High integrity & trustworthiness |

ORGANIZATION AND COMMITTEE EXPERIENCES

- **Event Coordinator in SASEKA (Sanggar Seni Kimia Analisis) Regeneration (2015)**
 - Responsible to provide and supervise everything needed to support the event
 - Responsible to make scheduling and planning related to the event
 - Responsible to make report of post-event
- **Volunteer of KKN (Kuliah Kerja Nyata) from Universitas Mathla'ul Anwar Banten (July – Aug 2019)**
 - Assigned as team leader and responsible to organize the group in to complete the work program for helping local denizen
 - Responsible as support system that identified, analyzed the existing problem and proposed possible solution

Manage to make report post-event to the village headmen and their apparatus

PERSONALITY

- Team working
- Time Management
- Leadership
- Problem solving
- Adaptability
- Humorous
- Self challenge (my today is got to be better than my yesterday)

HOBBIES AND INTEREST

1. Chemistry instruments – Can operate HPLC and spectrophotometry
2. Technology – astonished and eager to learn sophisticated things that ease human's work
3. Culinary – I like trying various foods from various places
4. Sports – Basketball, badminton, soccer or any team sports. A fun and healthy way to keep my body active