

JOB APPLICATION LETTER

Indramayu, 28 April 2026

Dear Hiring Manager,

I am writing to express my interest in the Staff Business Development / Staff Sourcing position at PT Mersifarma Tirmaku Mercusuna (Mersi) as advertised. I am very interested in this opportunity and would like to contribute my knowledge and skills in sourcing, procurement, and supply chain operations within your organization.

My name is Rodo Lulu Sintia, an Apothecary graduate from Universitas Padjadjaran with a GPA of 3.79/4.00, and I have a strong interest in sourcing, procurement, and supply chain management, particularly in raw materials and packaging.

Through my professional internship experiences in pharmaceutical manufacturing, distribution, and healthcare settings, I gained practical exposure to inventory monitoring, procurement processes, documentation management, and supply chain coordination. During my internship at PT Bina San Prima, I learned about procurement coordination, order processing, warehouse logistics, and distribution documentation, ensuring product traceability and regulatory compliance in accordance with Good Distribution Practices (CDOB).

Additionally, during my internship as a Quality Control Intern at PT Sterling Products Indonesia (Haleon), a multinational pharmaceutical company, I gained exposure to supplier qualification and vendor evaluation processes, including document review such as Certificates of Analysis (CoA) and specifications, as well as Approved Supplier List (ASL) monitoring. These experiences strengthened my understanding of supplier compliance and material quality requirements.

I also have a basic understanding of inventory management and procurement planning, including Economic Order Quantity (EOQ), Reorder Point (ROP), and cost-efficiency analysis, which support effective sourcing and purchasing decisions. I am familiar with structured documentation and regulatory requirements, and I am eager to learn more about import processes and supplier management, including coordination with international vendors.

I am able to communicate in English, both written and spoken, and I possess analytical, and communication skills. I am a detail-oriented, organized, and proactive individual who is able to work under pressure and meet deadlines.

As a fresh graduate, I am highly motivated to learn and contribute, particularly in material sourcing, supplier negotiation, and cost analysis. I am confident that my background and strong willingness to learn will allow me to contribute effectively to your team.

Thank you for your time and consideration. I have attached my Curriculum Vitae and supporting documents for your review, and I look forward to the opportunity to further discuss my qualifications.

Sincerely,

Rodo Lulu Sintia

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Email: rlulusintia@gmail.com



RODO LULU SINTIA

Apothecary Graduate

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Email : rlulusintia@gmail.com

LinkedIn : www.linkedin.com/in/rodo-lulu-sintia-858456373

Address : Jatinangor, Sumedang, West Java

SUMMARY

Apothecary graduate from Padjadjaran University with a strong foundation in pharmaceutical supply chain, vendor management, and procurement processes gained through PKPA experience in manufacturing, distribution, and healthcare settings. Experienced in understanding supplier qualification, vendor evaluation, and Approved Supplier List (ASL) management in accordance with CPOB/CDOB standards. Familiar with sourcing activities including supplier analysis, document evaluation (CoA, MSDS), and coordination of material flow within regulated environments. Possess strong analytical and documentation skills, with the ability to support purchasing processes, monitor material movement, and ensure compliance with regulatory requirements. Detail-oriented, communicative, and adaptable, with a strong interest in developing a career in sourcing, procurement, and supply chain within the pharmaceutical industry.

WORK EXPERIENCE

Pharmaceutical Distribution Intern at PT Bina San Prima, Bekasi

October 2025

- Gained understanding of pharmaceutical distribution quality systems in accordance with CDOB requirements to maintain product quality, traceability, and regulatory compliance, including mandatory pharmacist reporting.
- Gained understanding of procurement and supplier selection processes aligned with CDOB standards and Approved Supplier List (ASL).
- Observed documentation practices for product storage, distribution records, supplier verification and supplier qualification processes supporting pharmaceutical quality assurance.
- Learned documentation and verification processes for pharmaceutical product distribution, including preparation and review of delivery documents, invoices, and distribution records.
- Participated in invoicing, warehouse, and logistics activities while ensuring proper documentation and traceability of pharmaceutical products within the distribution system.

Community Pharmacy Intern at PT Medika Antapani, Bandung

September 2025

- Gained understanding of supplier selection and procurement practices through preceptor explanations during PKPA internship.
- Learned how pharmacies ensure medicines are sourced from authorized distributors to maintain product quality, safety, and regulatory compliance.
- Assisted in inventory management and documentation to ensure traceability and compliance with pharmacy regulatory requirements.
- Understood documentation and verification processes for incoming pharmaceutical products.

Quality Control Intern at PT Sterling Products Indonesia (Haleon), East Jakarta July - August 2025

- Maintained stability study data and supported stability study monitoring to ensure compliance with product specifications and regulatory requirements.
 - Compiled and analyzed stability trend data from both domestic and export products to evaluate product quality consistency throughout the shelf life.
 - Gained exposure to supplier qualification and vendor evaluation processes, including document review (CoA, specifications) in accordance with CPOB.
 - Observed supplier lifecycle management, including Approved Supplier List (ASL) maintenance and compliance monitoring.
 - Learned Data Integrity principles (ALCOA+) to ensure accuracy, traceability, and reliability of pharmaceutical documentation.
 - Observed Quality Risk Assessment processes used to identify, analyze, and mitigate risks affecting product quality and manufacturing processes
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- Understood risk-based supplier assessment and its role in supplier approval and audit prioritization.
 - Studied SOP related to Product Quality Complaint handling, investigation processes, and root cause analysis within the quality system.

Clinical Pharmacy Intern at RSUP dr Hasan Sadikin, Bandung

May - June 2025

- Gained understanding of hospital pharmaceutical procurement and supplier selection systems through preceptor guidance during PKPA internship.
- Observed how medicines are sourced from authorized and registered suppliers to ensure compliance with hospital formulary and pharmaceutical regulations.
- Assisted in prescription screening and medication dispensing while ensuring compliance with pharmaceutical service standards.
- Learned documentation and verification processes for pharmaceutical products, supporting traceability and regulatory compliance within hospital pharmacy systems.

Part of The Voting Organizing Group (KPPS)

August - December 2024

- Presidential and vice presidential voting committee.
- Recording and summarizing voting results both online and offline.
- Part of the field committee when voting is held and ensuring the event runs well.

Pharmaceutical Technical Staff at Apotek Central Bugisan, Yogyakarta

Oct 2023 - Apr 2024

- Performed pharmaceutical services including dispensing prescription and non-prescription medicines in accordance with pharmacy practice standards.
- Managed medicine procurement, receiving, storage, and distribution while ensuring products were sourced from authorized distributors in compliance with pharmaceutical regulations.
- Maintained pharmacy documentation including drug order records, invoices, and inventory data to support traceability and regulatory compliance.

Internship at Apotek Ali Maksum, Yogyakarta

Nov - Des 2022

- Carrying out pharmaceutical services such as dispensing drugs, both prescription and non-prescription drugs.
- Receiving drug orders, storage, management and distribution of drugs to patients.
- Managing paid invoices and drug order letters.

Internship at Pratama BKM Ali Maksum Clinic, Yogyakarta

Oct - Nov 2022

- Performing administrative services (front office).
- Performing health screening on patients.
- Organizing and recording patient medical records.

Internship at Condong Catur Hospital, Sleman

Aug - Sep 2022

- Carrying out pharmaceutical services such as storing, processing and distributing drugs to patients.
- Conducting prescription screening, drug dispensing and drug compounding.
- Carrying out drug order receipt and hospital pharmacy warehouse management.

EDUCATION

Apothecary Study Program

Feb 2025 - April 2026

Padjajaran University

- GPA : 3.79/4.00

Bachelor of Pharmacy

Aug 2019 - Aug 2023

Nahdlatul Ulama University of Yogyakarta

- GPA : 3.93/4.00
 - Graduated in 3 years and 11 months with Cum Laude and the best graduate predicate
 - Completed a thesis titled "The Antibacterial Activity Test of Spray Deodorant of Lamtoro Leaf Extract (*Leucaena leucocephala*)"
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ORGANIZATION EXPERIENCE

Part of The Voting Organizing Group (KPPS)

Sep - Des 2024

- Presidential and vice presidential voting committee.
- Recording and summarizing voting results both online and offline.
- Part of the field committee when voting is held and ensuring the event runs well.

Head of The Event Division, Social Laboratory UNU Yogyakarta

Oct 2022 - Jan 2023

- Creating an event rundown and list of equipment needed for the event.
- Arranging the committee and tasks of each member.
- Ensuring and supervising the event runs smoothly from start to finish.

Part of Educational and Cultural Department, PPI AIU Malaysia

2021

- Designing and implementing several long-term and short-term work programs in the fields of education and culture

PROJECT AND VOLUNTEER

Blood Donation Social Event at Pratama BKM Ali Maksum Clinic

Des 2022

- Participating as event chair in blood donation activities.
- Creating event plans and event committees.
- Preparing an event proposal and a list of sponsors to be targeted.

Social Event of Free Health Services and Medical Treatment at Ali Maksum Clinic

Des 2022

- Participating as event chair in free health services and medical treatment activity.
- Designing and procuring the goods and medical equipments needed during the event.
- Part of the health workforce that carried out health screening on patients.

Social Event Distributing Free Basic Necessities

Nov - Des 2022

- Participating as event chair in social event of distributing free basic necessities.
- Creating a budget plan for basic necessities and event.
- Preparing an event proposal and a list of sponsors to be targeted.

SKILLS

Vendor Management, Purchasing & Inventory

- Able to support vendor selection, evaluation, and supplier lifecycle management, including ASL maintenance and supplier compliance.
- Able to review supplier documents (CoA, MSDS, specifications) to support quality evaluation processes.

Able to support procurement and inventory planning, including basic calculations (EOQ, ROP, safety stock, Inventory Turn Over Ratio).

Quality Assurance & Compliance

- Familiar with Good Manufacturing Practices (GMP / CPOB) and implementation of Standard Operating Procedures (SOP) to ensure pharmaceutical quality compliance.
- Able to support quality documentation review, including batch record verification, deviation documentation, and CAPA processes within pharmaceutical quality systems.
- Knowledgeable in Data Integrity (ALCOA+), Quality Risk Assessment (QRA), Periodic Product

Technical and Digital Skills

- Able to operate Microsoft Office (Word, Excel, PowerPoint) and Google Workspace for documentation and reporting.
- Able to manage both physical and digital documents efficiently.
- Able to use basic design tools (Canva) to create or edit administrative documents

Soft Skills

- Able to communicate clearly and effectively in both written and verbal form.
 - Able to work collaboratively in a team as well as independently.
 - Able to demonstrate strong attention to detail and analytical thinking.
 - Able to manage time effectively and adapt quickly in a dynamic work environment.
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LANGUAGE

- Bahasa Indonesia (Native)
 - English (Intermediate)
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CERTIFICATION

- English Proficiency Test Certificate (TKBI UNPAD) | Score: 523 (2024)
 - Academic Proficiency Test Certificate (TKBA UNAIR) | Score: 524.09 (2024)
 - Committee Certificate - Participating as event chair in Blood Donation Activities (2022)
 - Committee Certificate - Participating as event chair in Social Event of Distributing Free Basic Necessities (2022)
 - Committee Certificate - Participating as event chair in Free Health Services and Medical Treatment Activity (2022)
 - Internship Certificate - Internship at Condong Catur Hospital, Sleman (2022)
 - English Proficiency Test Certificate (Linguaskill Test Cambridge Assessment English) | Score: 161 (B2) (2022)
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KEMENTERIAN PENDIDIKAN TINGGI, SAINS, DAN TEKNOLOGI
UNIVERSITAS PADJADJARAN
SERTIFIKAT PROFESI

CERTIFICATE OF PROFESSION

Nomor / Number of Certificate : 001007489012026200091

diberikan kepada / this is to certify that

Rodo Lulu Sintia

Nomor Pokok Mahasiswa / Student Number : 260112240592

lahir di / born in Indramayu, Indonesia, 04/08/1999

Kewarganegaraan / Nationality Indonesia

telah memenuhi semua syarat penyelesaian Program Profesi Apoteker
has fulfilled all the requirements for completing Pharmacy Profession Program

Nomor Izin Program Studi / Study Program Number
376/D/T/2010

dan lulus Uji Kompetensi Mahasiswa Program Profesi Apoteker, pada tanggal 06/04/2026
and has passed the National Competence Examination of Pharmacy Profession Program, on 06/04/2026

Kepadanya diberikan gelar / He/She is designated as

Apoteker (Apt.)

yang berlaku seumur hidup, sesuai hak dan kewajiban yang melekat pada gelar profesi tersebut.
valid for life, and admitted to have right for professional practice according to the right and obligations of those designated profession

Dekan
Denn

Prof. apt. Auliya A. Suwantika, Ph.D.



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Rektor
Rector

Prof. Arief S. Kartasasmita, Ph.D.

sertifikat profesi berlaku sebagai ijazah
certificate of profession is recognized as certificate completion (ijazah)



KEMENTERIAN PENDIDIKAN TINGGI, SAINS, DAN TEKNOLOGI
UNIVERSITAS PADJADJARAN
FAKULTAS FARMASI
PROGRAM STUDI APOTEKER

KARTU PRESTASI AKADEMIK
KPA

Nama : Rodo Lulu Sintia Program Studi : Apoteker
NPM : 260112240592 Tahun Akademik : -
Dosen Wali : Prof. Muchtaridi S.Si., Apt., M.Si.,PhD Semester : -

NO	Sandi Mata Kuliah	Mata Kuliah	SKS	AM	HM
1	P12A.0112	Studi Kasus Manajemen dan Regulasi Farmasi	3	3.66	A-
2	P12A.0113	Studi Kasus Pelayanan Kefarmasian	2	3	B
3	P12A.0114	Studi Kasus Komunikasi dan Konseling	2	4	A
4	P12A.0115	Studi Kasus Pengawasan dan Pemastian Mutu	2	3	B
5	P12A.0116	Studi Kasus Farmasi Industri	2	3.33	B+
6	P12A.0118	PKPA Pelayanan Kefarmasian	6	4	A
7	P12A.0209	PKPA Industri Farmasi	8	4	A
8	P12A.0210	UKAI CBT Internal	1	3.66	A-
9	P12A.0211	Skill Laboratorium dan OSCE Internal	2	3.66	A-
10	P12A.0212	Ujian Komprehensif Apoteker	1	3.33	B+
11	P12A.0213	PKPA Distribusi Farmasi	5	4	A
12	P12A.0117	PKPA Komunitas dan Kewirausahaan	5	4	A

Jumlah SKS : 39

Jumlah Angka Mutu : 147.95

IP : 3,79

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