



MARISA MADALIYAH AL-JIHBADZ

BACHELOR OF CHEMICAL ENGINEERING

CONTACT



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Bengkulu Utara, Bengkulu

SKILLS

Microsoft Office

Desain Canva

Time management

Critical thinking

Organized

EDUCATION

Chemical Engineering

Ahmad Dahlan University

September 2015 - Juni 2019

IPK 3.33

SERTIFICATIONS

Badan Standardisasi Nasional

Teknik Audit SNI/ISO 19011 : 2018

Makin Ahli

Sistem Manajemen Laboratorium
SNI/ISO 17025 : 2017

REWATA Consultant

K3 (Keselamatan dan Kesehatan Kerja)

**Lembaga Pengembangan dan
Konsultasi Nasional (LKPN)**

Sistem Manajemen Mutu SNI/ISO 9001 : 2015

LANGUAGES

Indonesia

English

PROFILE

I am bachelor degree of Chemical Engineering. I love explore fun activities around me. I work with my teams, so i can improve my skills to work with teams. I have an internship at a company, I do mass balance calculations for a tool and calculate it in Excel, learn to check the quality of the product produced, learn to control a production process on a computer. I actived in organization when i studied. I can improve my skill with join in this field. I can work with teams, making good administration, good communication, critical thinking, problem solving, and how to best presentation.

WORK EXPERIENCE

Document Controller Laboratory

UPTD Laboratorium Lingkungan

2022-2024

- Controlling and compile a Quality Guide document.
- Controlling and compile laboratory form documents.
- Controlling and compile laboratory Implementation Procedure documents.
- Responsible for laboratory documents storage in hardfile and softfile.
- Conducting internal audits of the laboratory management system.
- Do distribution, changes and maintenance of laboratory management system documentation.
- Prepare requirements or materials for management review.

Laboratory Administration

UPTD Laboratorium Lingkungan

2022-2024

- Planning, implementing, and evaluating aspects related to laboratory administration.
- Do supplier evaluations and administrative verification of goods before use.
- Reviewing documents related to administrative activities.
- Responsible for storing customer complaint archives.
- Distribute test results reports and document.
- Archive customer complaints and take corrective action on customer complaints.
- Create test results reports and document them.
- Compose correspondence and archive incoming and outgoing letters.

Data Entry

Muhammadiyah Central Leadership Branch and Branch
Development Institute

2019

- Data entry for institutions throughout Central Java
- Coordinate with leadership regarding data that will be entered via the application

Internship

PT. Holcim Indonesia, Tbk

Mei 2018