
MAE DAWNETTE B. DUMDUM

QA Specialist & Microbiologist

San Pablo City, Laguna, Philippines | dawnettedumdum.13@gmail.com | linkedin.com/in/mae-dawnette-dumdum-19b3b0280

Open to relocation and international opportunities.

Professional Summary

Quality assurance specialist and microbiologist with eight years in food, beverage, personal care, and home care manufacturing. Experienced in microbiological and physicochemical testing, GMP/GLP and 6S audits, cleaning and system validation, QMS documentation, SPC, and CAPA. Seeking QA/QC, food safety, microbiology, and validation roles in regulated manufacturing, including pharmaceutical, where GMP/GLP, validation, and CAPA discipline transfer directly.

Core Skills

- **Microbiological testing:** TBC (total bacterial count), yeast and mold, and E. coli testing of water, environmental, raw material, and finished goods samples
- **Physicochemical and sensory analysis:** bulk and finished products tested against specification
- **GMP, GLP, and 6S audits:** weekly and monthly audits, in-line inspections, and closure of findings
- **Cleaning and system validation:** protocols and documentation that demonstrate a state of control
- **QMS documentation:** SOPs, work instructions, incident reports, and quality records
- **SPC and CAPA:** statistical process control, root cause analysis, and corrective/preventive action

Professional Experience

QA Specialist

Pepmaco Manufacturing Corporation

Canlubang, Laguna, Philippines | March 2025 – May 2026

- Performed physicochemical analysis of shampoo bulk and finished goods against specification.
- Conducted microbiological analysis across shampoo, conditioner, bath soap, liquid detergent, fabric conditioner, dishwashing liquid, and paste.
- Performed cleaning and system validation; conducted GMP and GLP audits.
- Updated the Quality Management System, including SOPs and work instructions.
- Applied SPC tools and CAPA to monitor quality and close corrective actions.

Quality Assurance Analyst, In-Line Auditor

ARC Refreshments Corporation

Cabuyao, Laguna, Philippines | 2019 – 2025

- Verified all parameters were within standard before start-up, during the run, and at end of production.
- Performed routine physicochemical analysis and held or assessed substandard products.
- Assisted with line troubleshooting and incident reporting.

Quality Assurance Analyst, Microbiologist

ARC Refreshments Corporation

Cabuyao, Laguna, Philippines | 2018 – 2019

- Collected raw material and finished goods samples for microbiological analysis.
- Performed TBC, yeast and mold, and E. coli testing.
- Ensured materials conformed to microbiological standards before production.

Education

Bachelor of Science in Biology, Laguna State Polytechnic University, San Pablo City Campus | 2014 – 2018

Training

- Applied Science Statistical Control Tools | August 2025
- Uplifting Philippine Microbiology Through Conformity with Global Standards | November 2017
- English Skills and Employability Skills Training Program (EST/ESTP) | August 2017
- The PSM Cluster 2 Symposium: Microbiology | March 2017

Languages

English: Professional working proficiency | Filipino: Native
