

May 4, 2024

Ms. Marishka Iris Arcilla & Ms. Ramelyn Castañares
HR Managers

iPloy OPC
9th Floor Ayala Center Cebu Tower
Cebu Business Park
Cebu City, Cebu

Dear Ms.,

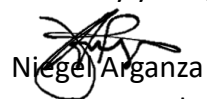
A year ago, I have expressed my intent to resign however, I decided to stay as I realized the immense privilege of being part of this company. It is essential for me also to acknowledge my gratitude towards iPloy OPC, as it has granted me the opportunity to experience numerous first-time events that I will cherish forever. For almost 5 years, iPloy OPC has become my safe haven. However, it is with a heavy heart that I formally inform you that I am resigning from my position as an Employee Relations Supervisor, **effective June 5, 2024** due to personal reasons that I prefer to keep confidential. I believe that this is the best time for both myself and the company to part ways and embark on our respective growth journeys.

Also, I would like to take this opportunity to express my appreciation for your excellent guidance, support, and excellent leadership that you have shown during my stay here at iPloy OPC. Please know that your mentorship has significantly contributed to my professional and personal growth. I am so grateful for the opportunities you have provided me to develop my skills, share my knowledge with my team, and learn from them as well. My 4 years and 9 months stay here has never been easy and I cannot imagine how I made it this far. Honestly, it has been both challenging and rewarding, shaping my resilience, and strengthening not just my customer service, communication, interpersonal skills, but also my decision-making abilities. Most of all, I have gained friends that I will cherish forever.

As I step out of my comfort zone, I will face new challenges and/or opportunities with confidence and pride, knowing that I have gained invaluable experiences and skills that will serve me well in my future endeavors.

Thank you for the career opportunities as well as for the personal development that you have provided me. Those skills will be of great value to me in my career. Please acknowledge this letter of resignation. I wish you and the company continued success.

Sincerely yours,


Niegel Arganza

Employee Relations Supervisor