

Dear Team Lead Jurich Tantuan,

I hope this message finds you well. I am writing to formally submit my resignation from my position as Customer Service Representative at iPloy Staffing Solutions effective thirty (30) days from tomorrow, July 1, 2025 with my last working day being **July 31, 2025**.

This decision did not come easily, as iPloy Staffing Solutions has played a significant role in shaping both my personal and professional growth. As my first BPO company, this organization has been more than just a workplace—it has been a foundation where I learned, evolved, and developed skills that will stay with me throughout my career.

Over the past **five years**, I have had the privilege of working with dedicated colleagues, supportive leaders, and a culture that values continuous learning. I am truly grateful for the opportunity you gave me when you accepted me into the team. Thank you for believing in my potential.

The reason behind my decision to resign is to pursue a different career path that aligns with my long-term aspirations. While I am excited about the new direction, I will always consider this company as my **stepping stone**—a crucial part of my professional journey. I sincerely believe that continued growth requires me to step into a new environment, and I carry forward all the knowledge and experiences I've gained here with pride.

Please let me know how I can assist during the transition period to ensure a smooth handover. I remain committed to contributing my best until my final day.

Thank you once again for everything.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe T. Sorono". The signature is stylized with a large, sweeping flourish at the top that loops back over the name.

Joe T. Sorono