

Dear Kilsey,

I hope this letter finds you well. I am writing to formally resign from my position at iPloy Staffing Solutions, effective today, July 3, 2023. It is with a mix of gratitude and anticipation that I make this decision, as I have spent almost 4 years with the company.

During my tenure at iPloy Staffing Solutions, I have had the privilege of working alongside some of the most talented and dedicated professionals in the industry. The experiences and opportunities I have had here have been invaluable, and I am grateful for the personal and professional growth I have achieved during this time.

I want to express my heartfelt appreciation to you and the entire team for your support, guidance, and camaraderie throughout my journey here. The collaborative work environment and the encouragement I received have contributed significantly to my development and success.

I am committed to ensuring a smooth transition before my departure. I will diligently complete any outstanding projects or tasks and make myself available to assist with the transfer of responsibilities to a designated colleague or successor. Please let me know how I can best facilitate this process.

I would also like to take this opportunity to express my sincere thanks to iPloy Staffing Solutions for providing me with numerous opportunities for growth and advancement. The memories and connections I have formed will always hold a special place in my heart.

As I embark on a new chapter in my career, I am filled with excitement and enthusiasm. I am confident that the skills and knowledge I have acquired at iPloy Staffing Solutions will serve me well in my future endeavors.

Please let me know the necessary steps I need to follow to complete the resignation process, including any documentation or formalities required. I will ensure that all company property and resources in my possession are returned promptly.

Once again, I extend my deepest gratitude to you and the entire team for the support and mentorship I have received over the past almost 4 years. I am grateful for the experiences and memories created, and I leave with a profound appreciation for the opportunities afforded to me.

Thank you for your understanding and for making my time at iPloy Staffing Solutions so rewarding.

Sincerely,

  
Aubrey Gray

7/7/2023