

Danylith Oliver

Resignation Letter

June 01,2023
Cabantan Brgy. Luz Cebu City 6000
09995062446

To Ms. Lubay

Kindly accept this letter as my formal resignation as a Customer Service Representative member of Authorization department. My last day would be June 01, 2023.

I am incredibly grateful for the opportunities that I have been given in this post. I value the insights that I have learned, and I expect them to help me in my future endeavors. I would also like to thank you for being supportive of my professional growth. I have enjoyed working with you and the rest of the team.

Let me know how I can help in making the transition of responsibilities as seamless as possible for everyone involved. Thank you.

Best wishes,

Danylith Oliver

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