

Date/Time: Oct 10, 2025, 11:44 PM

Name: Clemae Flor A. Cabucos

Position/Department: CSR NY

Effective Date: November 10, 2025

Immediate Superior/Team Leader: Eloise Jude Abella

To: HR Team

Hi HR Team,

I hope you're all doing well.

I'm writing to formally resign from my role as CSR Phones, effective November 10, 2025, Monday. This decision comes after thoughtful reflection and is driven by my need to take a break and prioritize my personal well-being. While this wasn't easy, I believe it's the right move for my growth both personally and professionally.

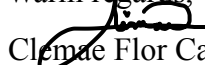
I want to express my heartfelt gratitude for the support, encouragement, and opportunities I received throughout my time here. Working with the company has been a truly enriching experience, and I've gained valuable skills and insights that I'll carry with me moving forward.

I'd especially like to thank TL Jude for being an exceptional team leader. Her guidance, patience, and leadership have made a significant impact on my journey here, and I'm genuinely thankful for the positive experience under her mentorship.

I'm committed to ensuring a smooth transition and will do my best to assist with training and wrapping up my responsibilities. Please let me know how I can help during this time.

Thank you once again for everything. I wish you and the entire team continued success.

Warm regards,

  
Clemae Flor Cabucos