

iPloy OPC  
9th floor, Ayala Center Cebu Tower,  
Bohol Street, Cebu Business Park,  
Cebu City, Cebu, Philippines 6000

December 6, 2024

Good day,

I hope this email finds you well. I am writing this email as a formal notification of my resignation from the position of PAP Adherence Customer Service Representative. My last day will be on January 6, 2025.

I have decided to resign due to personal reasons that require my immediate attention. I appreciate the opportunities and experiences that I have gained while working here in iPloy and I am grateful for the support and guidance provided by my colleagues and superiors.

Please let me know how I can assist in the transition process. I am willing to help in whatever way necessary to ensure a smooth handover of my responsibilities. I am open to discussing any concerns or questions you may have during this time. Thank you for the understanding and support you have provided me during my time here. I wish the company continued success in the future.

Sincerely,



Christian Ray Comendador

[chanray719@gmail.com](mailto:chanray719@gmail.com)

09989171013