

April 9, 2025

HR Department
iPloy, OPC
16th floor, One Montage, Archbishop Reyes Ave,
Cebu City, Cebu, 6000

Dear Sir/Madam,

Good day!

I would like to inform you that I have decided to resign from my role as Intake Specialist at iPloy, OPC effective on April 23, 2025, due to health issues related to pregnancy.

Throughout my tenure I am truly grateful for the knowledge and experience I have gained here that is invaluable and have deeply enriched my professional journey. I am sincerely thankful for the opportunities, guidance and support I've received.

While I move onto the next phase of my journey, I will carry forward the positive memories and skills I've garnered here.

I wish you and the company continued success.

Sincerely,



Pinky D. Tayactac