

## **Sera Rodrigo**

Lead, Unbilled

IPloy OPC

Archbishop Reyes Ave, 16 th floor

One Montage Bldg.,

Cebu City, 6000 Cebu

To Ms. Rodrigo.

Kindly accept this letter as my formal resignation from my position as Insurance Change Specialist at iPloy OPC, effective on July 17, 2024.

I am sincerely grateful for the experience and opportunities that the company has given me. I value the insights that I have learned and will apply them to my next company. I would also like to thank you for being supportive of my career growth. I have enjoyed working with you and with the team as well.

However, I am pleased to inform you that I have been offered a better opportunity. Despite that, I must respectfully tender my resignation. I hope that you understand my decision. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Naoh Kwarada', written in a cursive style.

**Naoh Kwarada**

