

Resignation Letter

July 16, 2025
Prk. African Daisy, Locatha
Looc Lapu-Lapu City Cebu
cabasisjyl@gmail.com

Dear Maam/Sir,

Kindly accept this letter as my formal resignation as a supervisor at iPloy, OPC specifically to Initial Authorization. My last day of work is July 16, 2025 as I need to be with family in the province and will start a life with my little fam.

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,

Jyl Lumapas Cabasis
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