

Jassen Jean L. Castro

# Resignation Letter

May 12, 2025  
Jerome Tagalog  
Team Lead  
9<sup>th</sup> Floor Ayala Center Cebu Tower  
Bohol Street, Cebu Business Park, Cebu City 6000  
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To Mr. Tagalog,

Kindly accept this letter as my formal resignation as a Customer Service of iPloy OPC Staffing solutions. My last day is expected to be on June 12, 2025, a month from today.

This decision was not made lightly. However, due to ongoing financial challenges, I have come to the difficult realization that my current job is no longer sufficient to support the needs of my family, for whom I am the primary breadwinner. After careful consideration, I believe it is in the best interest of my loved ones that I explore other opportunities that will allow me to meet our financial obligations more adequately.

I want to express my sincere gratitude to you and the entire iPloy company for the support, learning experiences, and opportunities I have gained during my time here. It has been a pleasure working with such a dedicated group of professionals, and I am truly thankful for the experience.

Let me know how I can help in making the transition of responsibilities as seamless as possible for everyone involved. Thank you.

Best wishes,



Jassen Jean L. Castro