

**Jasmin De Dios Competente**

Zone 3, Sunflower 1, Canduman,  
Mandaue City, Philippines, 6014

jasmincompetente@gmail.com

09753256502

March 06, 2025

**Human Resource Office**

iPloy

16<sup>th</sup> Floor, One Montage Building

Archbishop St. Gorordo,

Cebu City, Philippines, 6000

Dear Ma'am/Sir,

**Resignation Letter**

I am writing to formally resign from my position at iPloy, effective immediately.

This decision was not made lightly, as I am truly grateful for the opportunities, support, and experiences I've had during my time here. Working with such a dedicated team has been both a privilege and a learning experience, and I will carry the knowledge and skills I've gained with me.

I have great respect for the work being done here and leave with warm memories and sincere appreciation. I am confident that the team will continue to achieve great success, and I wish everyone the very best moving forward.

Please let me know how I can assist in making this transition as smooth as possible.

Thank you again for everything.

Warm regards,

**Jasmin De Dios Competente**

Stop/Held Contact Patient

RCM Department