

Mary Christine C. Bucotot
6th St., San Antonio Vill., Apas Lahug, Cebu
Cebu City 6000

December 21, 2022

Ariel Sanchez
PAP Resupply Team Lead
iPLOY, OPC
9th Floor, Ayala Center Cebu Tower
Bohol Street, Cebu Business Park
Cebu City 6000

Dear TL Ariel Sanchez,

Please accept this letter as formal notification of my intention to resign from my position as a customer service representative with iPloy, OPC. My resignation is because my parents requested to participate in the next year's teacher licensure examination. In which I have to focus on my review. My final day will be today, December 21, 2022, as per my notice period.

Thank you for the opportunity to have worked in the position for the past month. I have learned much while here and have enjoyed collaborating with my colleagues. I will take a lot of what I have learned with me in my career and look back at my time here as a valuable period of my professional life.

Sincerely,

Mary Christine Condiman Bucotot

