

Jessa Mae D. Aying

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January 02, 2024

iPloy, OPC
16th Floor One Montage Building,
Archbishop Reyes Avenue,
Cebu City, 6000

Dear Management,


Please accept this letter as my formal resignation from my post as Revenue Cycle Management Team Lead for iPloy OPC, effective immediately today, **January 2, 2024**.

This decision has not been easy, but due to a combination of personal reasons, I find it necessary to prioritize my well-being and focus on matters that will help me grow further.

Reflecting on my years with the company, I have learned from one of the best people, the most supportive clients and my Team who has made this decision even harder. I am forever grateful with the learnings I had with my Senior Team Lead Richie Reyes, my fellow Team Leads in the Documentation Department who are as dedicated as ever and goes above and beyond as always, no questions asked. Thank you for the opportunities, I will keep it with me and develop further in my future endeavors.

I appreciate your understanding and cooperation in this matter.

Sincerely,


Jessa Mae D. Aying