

LEAH LIEZEL M. BAJANA

TRES DE ABRIL, CEBU CITY, 6000

AUGUST 18, 2025

LYKA MARIZ CABAÑERO

IPLOY OPC

9TH FLOOR, AYALA CENTER CEBU TOWER,

CEBU CITY, 6000

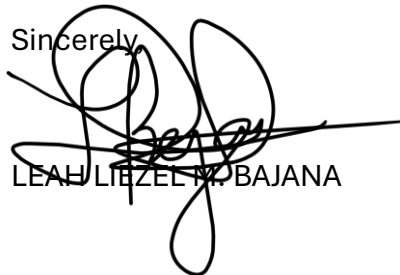
Dear TL,

I am writing to formally resign from my position as Quality Assurance Specialist at IPLOY OPC, effective September 17, 2025. This decision was not made lightly, as I have greatly valued the opportunities for growth and the support I've received during my time here. Working under your leadership and alongside such a dedicated team has been a rewarding experience, and I'm truly grateful for the knowledge and skills I've gained.

I have decided to resign to look for a better opportunity and better compensation. Over the next few weeks, I am committed to ensuring a smooth transition. I will complete any outstanding tasks and assist in training a replacement if needed.

Thank you again for the opportunity to be a part of this company. I hope to stay in touch and wish the team continued success.

Sincerely,

A handwritten signature in black ink, appearing to be 'LEAH LIEZEL M. BAJANA', written over a horizontal line. The signature is stylized and somewhat cursive.

LEAH LIEZEL M. BAJANA