

Ranzel Dulotan Padayao

Resignation Letter

iPloy OPC
16th floor, One Montage, Archbishop Reyes
Ave, Cebu City, Cebu

June 19, 2025

To **Management:**

Good day, I am sending this email to inform you that I am resigning from my position at iPloy OPC, effective immediately.

I have enjoyed working for this company, but I have to sacrifice my work to take good care full handed to my sick Aunt who happens to be my God mother, so I badly had to go home to Bantayan Island, Cebu.


I understand that this resignation is so sudden and may cause some inconvenience, and for that I apologize.


Please let me know what steps I need to take to ensure a smooth transition. Thank you for the opportunity to work with sch a great team. I wish the company continued success in the future. Sincerely, Ranzel D. Padayao

Best wishes,


Ranzel D. Padayao

Ranzel Dulotan Padayao

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