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iPloy OPC
9th Floor, Ayala Center Cebu Tower
Bohol Street, Cebu Business Park,
Cebu City, 6000

To whom it may concern,

I hope you find this letter well. I am writing to formally tender my resignation from my position as CSR at iPloy OPC, effective this Saturday, December 02, 2023. After careful consideration and self-reflection, I have decided to pursue further studies in order to enhance my knowledge and skills in my chosen degree.

I would like to express my sincere gratitude for the opportunities and experiences that I have gained during my time at iPloy OPC. The support and guidance provided by the management team and my colleagues have been invaluable in shaping my professional growth. I am truly grateful for the trust placed in me and the chance to contribute to the success of the organization.


While it is not an easy decision for me to leave a workplace that has been so rewarding, I believe that pursuing higher education will equip me with the necessary tools to excel in my chosen field. By dedicating myself to further studies, I aim to broaden my horizons and acquire new perspectives that will ultimately benefit both myself and any future employer.

I would like to take this opportunity to express my heartfelt appreciation for your understanding and support regarding my decision. It has been an honor working with such a talented team, and I will cherish the memories and relationships formed during my tenure at iPloy.

Thank you once again for the opportunities provided to me. I am confident that my decision to pursue further studies will contribute positively to my personal and professional growth. I wish iPloy OPC continued success in all its endeavors.

Please accept this letter as my formal resignation, and kindly acknowledge receipt of the same.

Yours sincerely,


Kristina G. Baynosa