

KATE PANTALEON

Block 7, SEWAGE PUSOK

LAPU-LAPU CITY, 6015

pantaleonkate43@gmail.com

October 30, 2025

To whom it may concern,

I am writing to formally confirm my resignation from the position of Customer Service Representative at Iploy OPC. As previously stated, my final day of employment was October 30, 2025.

This decision comes after careful consideration and is primarily due to a shift in my career goals and the desire to pursue a role with more immediate opportunities for full engagement.

I want to take this opportunity to thank you and the entire team for the valuable experience and support provided during my time at Iploy OPC. The experiences and opportunities for growth during my time here have been invaluable. I am grateful for the professional development and the chance to contribute. My two years of tenure had given me so many valuable experiences, and I am proud to be part of the team for so long.

I wish the company all the best for continued success in the future.

Sincerely,



Kate Pantaleon