

Dear Management Team and Human Resources,

I am writing to formally inform you of my immediate resignation from my position, effective today, December 30, 2025, as I will be pursuing my studies and committing my full focus to this next academic chapter.

This decision comes after careful reflection. My time with the company has been meaningful and has contributed greatly to my personal and professional growth. I am genuinely thankful for the trust, opportunities, and support I have received during my stay.

While the timing may be abrupt, I hope for your understanding. I am willing to extend any reasonable assistance to help ensure a smooth transition of my responsibilities.

Thank you for the experience and for being part of my journey. I wish the team and the organization continued growth and success.

Respectfully,

A handwritten signature in black ink, appearing to read 'Harben De Castro', with a stylized flourish at the end.

Harben De Castro
EID: 4038