

Nicole Lumbab
Sitio Mangga, Punta Princesa,
Cebu City, Cebu, Philippines 6000

December 26, 2023

iPloy, OPC
16th floor, One Montage, Archbishop Reyes Ave,
Cebu City, Cebu, Philippines 6000

To whom it may concern:

Greetings!

It has been a pleasure to work with iPloy for the past four months. Please accept this letter as my formal resignation from my position as a Medical Documentation Specialist at iPloy, OPC, effective immediately.

This decision has been made after careful consideration of my personal and professional pursuit.


I want to express my sincere gratitude for the enriching experience I have had during my time at iPloy. Working with a company that upholds high standards has been truly rewarding, and I appreciate the opportunities afforded to me for both professional and personal growth.

I am thankful to iPloy for recognizing my potential and providing a conducive environment for my gradual development. My gratitude extends to my colleagues, co-members, and team lead for their unwavering guidance and support throughout my stay.

I am willing to make myself available for phone and email inquiries from home in the weeks following my departure.

Thank you for the valuable experiences and opportunities iPloy has provided me. I wish the company continued success and growth.

Sincerely,



Nicole Lumbab
lumbabnicole@gmail.com
09254731125