

Joan Azucena

Immediate Resignation Letter

Iploy Cebu
One Montage Building
Archbishop Reyes Avenue, Cebu City. Ayala
Cebu

October 19, 2023

Dear Ma'am/Sir,

Kindly accept this letter as my formal resignation as Customer Service (Billing Department) at IPloy. I apologize for not providing the expected render date. However due to circumstances outside my control, I must leave the company immediately.


I am incredibly grateful for the opportunities that I have been given in this post. I would also like to thank you for being supportive of my professional growth.

Let me know how I can help in making the transition of responsibilities as seamless as possible for everyone involved.

Best wishes,

Joan Dayoc Azucena
JOAN DAYOC AZUCENA

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