

ROBIE P. CABANTE

RCM, Specialist

Purok Tambis, Sunshine Lataban

Liloan Cebu, 6002

September 30, 2024

iPloy, OPC

Cebu Business Park, 16th floor, One Montage,

Archbishop Reyes Ave, Cebu City, Cebu

Dear iPloy, OPC Human Resources

Please accept this letter as formal notification of my resignation from my position as RCM Specialist at 60 Month Restart, iPloy OPC, effective September 30, 2024.

A new opportunity has arisen that aligns with my long-term goals. This decision was incredibly difficult, as I have truly valued my time here at iPloy, OPC.

It could seem a last-minute decision, but I've already made the decision to leave your company in order to pursue my career in working to other country which currently I am on-going process of the needed documents. And also by next week, I am going to move temporarily to Manila to attend some orientation and trainings as part of my journey.

I understand the disruption this immediate departure may cause, and I sincerely apologize for any inconvenience. Unfortunately, due to unforeseen circumstances, I am unable to continue my employment.

I appreciate the opportunities for professional development and the support I've received during my time here and I especially feel privileged to have been part of supportive team and prestigious company

I'll make every effort during days needed to complete my tasks and ensure a smooth handoff. If there is anything else I can do to support you during the transition, kindly let me know.

I wish the company on-going success and look forward to keep in touch.



Sincerely,

Robie P. Cabante