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June 9, 2025

iPloy Staffing Solutions OPC

One Montage, Archbishop Reyes Ave., Cebu City 6000

Dear Management,

I hope this letter finds you well. I am writing to formally submit my resignation from my position at iPloy, effective June 24, 2025.

After much reflection and careful consideration, I have decided to pursue a new opportunity that offers better benefits and greater potential for long-term career growth. This decision was not made lightly, as my time at iPloy has been incredibly meaningful and instrumental to my personal and professional development.

I want to express my deepest gratitude to iPloy for giving me my first opportunity in the BPO industry. Being a part of this organization has taught me a great deal about responsibility, adaptability, and professionalism. I have grown so much during my time here, and I will always carry the lessons I've learned with me throughout my career.

I would especially like to thank my team leader, Ms. Fatima Benido, for her outstanding guidance, patience, and unwavering support. Her leadership has had a profound impact on me. She not only helped me become a better employee but also encouraged me to become a better version of myself. I truly admire her professionalism and dedication, and I will always be grateful for the trust and mentorship she extended to me.

I am committed to ensuring a smooth and seamless transition during my remaining time. I will do my best to complete any pending responsibilities and assist in any way that helps maintain team operations without disruption.

Thank you once again for the opportunity to be a part of iPloy. I leave with sincere appreciation and respect for the entire team and management. I wish the company continued growth and success in all its future endeavors.

Sincerely,



Jerin Kianni Navarro