

July 29, 2025

Neressa Mae Z. Duran  
iPloy Staffing Solutions  
Customer Service Representative

Dear TL Joy,

I hope this letter finds you well. I am writing to formally resign from my position as Customer Service Representative at iPloy Staffing Solutions effective tomorrow July 30, 2025.

As I have been on floating status for some time now, I've taken this period to carefully reflect on my career path. After much consideration, I have decided that it is in my best interest to pursue other opportunities that align more closely with my professional goals and growth.

I appreciate the opportunities for learning and experience that I have gained during my time with the company. I am grateful for the support and camaraderie I've shared with my colleagues, and I leave with no regrets.

Please let me know the necessary steps I need to take to ensure a smooth transition. I am willing to assist in any way I can during this process.

Thank you once again, and I wish iPloy Staffing Solutions continued success in all future endeavors.

Sincerely,

A handwritten signature in black ink, appearing to read "Neressa Mae Z. Duran". The signature is stylized with a large, looping initial "N" and a cursive "Mae".

Neressa Mae Z. Duran