

Fatima Andrea L. Gudez

0047-F E. Calceta Street
Tagbilaran City, Bohol,6300
gudezfa@gmail.com
09976746996

May 15,2025

Marlisa Sorila

iPloy-Cebu
Archbishop Reyes Avenue
Cebu City, Cebu, 6000

Dear TL Marlee,

I am writing to formally resign from my position as call center agent at iPloy-Cebu, effective on May 15,2025.

This decision comes as a result of a recent relocation and the acceptance of a new career opportunity that aligns with my long-term professional goals. It was not an easy decision to make, as I have truly valued my time here at the company. I am incredibly grateful for the opportunities I've had to grow and for the support and guidance provided by you and the entire team. Thank you for being a good leader and I must say that "Team OA" is one of the best because this became my second family here in Cebu. I know that I'm not an expressive type of person in view of a fact that I'm a nonchalant but please know that I appreciate all the efforts, laughter and bond that we have as a team. I'm grateful to be part of it. I just want to apologize for this immediate resignation without any further notice I just don't want any drama and I hate saying goodbye or maybe I just don't know how to express it to the team because I know at the end I will leave and stay far away for personal reason and better opportunity.

Thank you for your understanding and support in this matter. I wish continued success to you and the team.

Sincerely, 
Fatima Andrea L. Gudez