

April 12, 2024

IPLOY OPC

16th flr One Montage Bldg, Cebu City

Dear TL Kate and HRD,

I would like to respectfully render my resignation to the company effective immediately due to the risk of my pregnancy.

For the months I spent with your company have been a valuable experience. I am confident I have grown as a professional working with the amazing people and learning under your guidance. Thus, I would like to extend my sincere appreciation for giving me the wonderful opportunity to work, learn and develop under your esteemed organization.

Again, thank you for the wonderful opportunity and I wish your company continued success in the years ahead.

Very truly yours,

Julie Orongan

