

**Dear HR and Management,**

I am writing to formally resign from my position as Customer Service Representative at iPloy, effective December 1, 2025, in accordance with the 30-day notice period.

It has been a privilege to be part of the organization for nearly two years. During my tenure, I have gained valuable experience and professional growth, particularly within the healthcare account. I am sincerely grateful for the support, guidance, and opportunities provided to me during this time.

As I transition to a new chapter in my career, I am seeking a company that offers competitive compensation and long-term career growth. I respectfully request your understanding and support regarding this decision.

Thank you once again for the opportunity to be part of the team.

**Sincerely,**  
Jemboy D. Berin

A handwritten signature in black ink, appearing to read 'Jemboy D. Berin', written in a cursive style.

Name: **Jemboy D. Berin**

Date: **November 3, 2025**