

Kirk Michael Pagaling
Sitio Manggahan
Punta Princesa, Cebu City, Cebu

iPloy Staffing Solutions
One Montage Tower, Archbishop Reyes Avenue, Cebu City

To whom it may concern,

Please accept this letter as a formal notice of my resignation from my position as a Customer Service Representative at iPloy, effective February 03, 2026. This was not an easy decision, as I am truly grateful for the opportunities and experiences I have gained during my time here. However, I believe the time has come for me to grow further and pursue higher means that will help me advance both personally and professionally.

Thank you for the support, guidance, and trust you have given me. I deeply appreciate the knowledge and skills I've developed while working with the team. I am committed to ensuring a smooth transition and will assist in any way I can during my remaining time.

I wish the company continued success, and I hope our paths cross again in the future.

Sincerely,



KIRK MICHAEL PASCO PAGALING