

Ezra Faith Lingaolingao - Cortes

Poblacion, Sibonga

Cebu, 6020

July 30, 2025

Greetings!

Please accept this letter as formal notice of my resignation from my position as Customer Service Representative at iPloy Staffing Solutions, effective immediately.

Due to my current pregnancy and the associated health challenges, specifically severe nausea, dizziness, and persistent illness, I have found it increasingly difficult to report to work and perform my duties to the best of my abilities. As I am in my first trimester, these symptoms are particularly intense, and I have come to realize that it would be in the best interest of my health and the health of my unborn child to step down from my role.

I appreciate the opportunities I have had while working at iPloy Staffing Solutions, and I am grateful for the experience and skills gained during my tenure. However, my priority at this time is to focus on my health and well-being, as well as that of my baby.

I will do my best to ensure a smooth transition of my responsibilities and complete any outstanding tasks as soon as possible, considering my current health situation. If there's anything specific you'd like me to focus on before my departure, please let me know.

Thank you for your understanding, and I wish the company continued success in the future.

Sincerely,

Ezra Faith Lingaolingao - Cortes