

**Aloja Jane A. Nuñez**  
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**November 9, 2025**

**HR Department**  
**iPloy, OPC**  
**16th Floor, One Montage Building, Archbishop Reyes Avenue, Cebu City**

Dear **HR Department**,

I hope this message finds you well. I am writing to formally submit my resignation from my position as a **Customer Service Representative** at **iPloy** effective **November 9, 2025**.

As you are aware, I have been on floating status since July 2025. Unfortunately, our area was among those severely affected by Typhoon Tino, which caused extensive damage to our home and community. The typhoon also disrupted essential utilities. Our electricity and internet services were only restored several days after, and even now, we still experience frequent power interruptions. Because of this situation, I was unable to respond promptly to the company's return-to-work notice, as I had very limited means to communicate and priority ensuring my family's safety.

Given the extent of the damage and with the current typhoon we are experiencing, it remains extremely difficult for me to return to work in the near future. After much consideration, I have decided to tender my resignation so that the company may proceed with necessary staffing adjustments without further delay.

I am sincerely grateful to iPloy for the understanding, opportunities, and support extended to me throughout my employment. Working with the company has been an invaluable experience, and I will always be thankful for the growth and learning it provided me.

Thank you very much for your compassion and consideration during this challenging time. I wish **iPloy** and everyone in it all the best moving forward.

Sincerely,

  
**Aloja Jane A. Nuñez**