

Sistine Rose Minguito
Kimba, Cansojong, Talisay City
tinerose@gmail.com
09398329535
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iPloy Staffing Solutions
Initial Authorization
Ayala Center Cebu

Dear iPloy,

I am writing to formally resign from my role as Initial Authorization Specialist, effective **May 1, 2025**.

This decision was not easy, but after careful consideration, I have decided to pursue a new opportunity that aligns with my profession and personal growth. While I am excited for this next step, leaving iPloy is a bittersweet, as I really value my time here as a first time employee.

It has been a privilege to work with such a supportive and talented team for the past six months. The experience, insights and skills I have gained along with the mentorship and words of encouragement from my Team Leader, Ross Rellen – have been invaluable to my professional development. I sincerely appreciate the opportunities I have had to learn, grow, and contribute with the team.

I am committed to ensuring a smooth transition during my remaining time with the company. Please let me know how I can assist in the handover process.

Thank you once again for the opportunity, guidance, support and camaraderie. I look forward to staying in touch and hope our paths cross again in the future.

Sincerely,
Sistine Rose Minguito