

Poblacion, Sibonga, Cebu, 6020

January 06, 2025

iPloy OPC

iPloy

16th Floor, One Montage, Archbishop Reyes, Cebu City

6000 Cebu City, Philippines

Subject: Immediate Resignation Letter

To iPloy OPC,

I hope this message finds you well. It is with a heavy heart that I submit my immediate resignation from my position as a Customer Service Representative at iPloy, effective immediately.

This decision comes after I recently encountered an opportunity to continue my studies in psychology. As I am in the final semester of my degree and currently undertaking my internship, this opportunity demands my undivided attention and commitment. Balancing my academic responsibilities with work has proven to be a significant challenge, leaving me with limited rest and impacting both my performance and well-being.

I deeply regret the short notice and any inconvenience this may cause, but I believe this step is necessary to ensure I can focus on completing my education and advancing toward my long-term goals.

I am incredibly grateful for the experiences, skills, and support I have received during my time at iPloy. The knowledge I have gained here will undoubtedly remain valuable throughout my career. I sincerely apologize for any disruption my immediate departure may cause and will do my best to assist in any way to ensure a smooth transition.

Thank you for your understanding and support. I hope to stay in touch and wish iPloy continued success in the future.

Sincerely,



Jan Ryan S. Janson
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