

Jacqueline Cabriles
Inayawan, Sitio Summerland, Cebu City
0966-058-9306
cabrilesjacqueline@gmail.com

May 6, 2025

iPloy,OPC
16th Floor, One Montage, Archbishop Reyes Ave, Cebu City, Cebu

Dear Ma'am/Sir,

Please accept this letter as formal notification of my immediate resignation from my position as CSR - Voice at iPloy. My last day of employment will be today, May 6, 2025

This was a difficult decision, but several factors necessitate my immediate exit. Firstly, I need to take an immediate period of rest to focus on my personal well-being. Secondly, I have accepted a position with a higher salary that better aligns with my financial goals.

Furthermore, I have found the lack of motivation and, at times, degrading remarks from my team lead, Mary Albert Vito, regarding my learning process to be detrimental to my work experience and professional growth. Despite being in a learning phase, the feedback I received did not foster a supportive environment. This has significantly impacted my morale and contributed to my decision to seek employment elsewhere.

I apologize for any inconvenience my immediate exit may cause. I will do my best to ensure a smooth transition of my immediate responsibilities before the end of today. Please let me know how I can best facilitate this within the limited time.

Thank you for the opportunity to work at iPloy. I wish you and the company all the best for the future.

Sincerely,


Jacqueline Cabriles