

March 15, 2025

To whom it may concern:

Please accept this letter as formal notice of my resignation, effective March 15, 2025.

The primary reason for my resignation is my inability to juggle both my work and studies, compromising my health. I understand that my attendance is very crucial, however, I was unable to report for work lately which caused inconvenience, and for that, I apologize.

Thank you for the opportunity to work with such a great team, and I wish the company continued success in the future.

Sincerely,

  
Pamela Joyce A. Juliane