

Patricia Pigao | HR Associate
Employee Relations

iPloy Staffing Solutions
16th floor, One Montage, Archbishop Reyes Ave, Cebu City, Cebu

To whom it may concern,

I am writing this letter to your good office as my formal notice of resignation from iPloy Staffing Solutions (CSR). *Effective date of resignation February 23, 2025.*

It is with mixed feelings that I officially resign my position as Customer Service Representative.

I feel that this is the right decision for me. Thank you for your investment in me and for the experience I've gained through my employment (Training) period.

I am thankful to have worked with dynamic, diverse and well-rounded colleagues whom I have considered not Friends but Family. I am grateful for the opportunities given to me by the company. I will have to resign for any reasons. The timing right now isn't good. I've been feeling too busy with personal matters lately. I cannot effectively balance my responsibilities here and give my personal life the necessary attention it currently needs. This experience was educational and inspirational. I want to thank everyone for their support and companionship. Best of luck to all! Out of respect to my privacy, I hope you can understand and thanks for respecting my decision.

I wish you, and everybody else working hard for the company continued growth and success, and I hope to stay in touch in the future.

Respectfully yours,



Ceasar C. Pinga III