

John Paul S. Gerona
Sitio Sunrise, Brgy. Pooc, Talisay City, Cebu
09222135341
jpsg11011998@gmail.com

October 14, 2025

Marishka Iris Arcilla
Human Resource Manager
iPloy, OPC
16th floor, One Montage, Archbishop Reyes Ave, Cebu City, Cebu

Dear Miss/Mrs. Arcilla,

Greetings!

I am writing to formally resign from my position at iPloy OPC, effective immediately.

Since being placed on floating status as of July 31, 2025 there has been no clear direction or assurance regarding re-deployment. Given these circumstances, I have decided to move forward and pursue more secure and stable employment opportunities elsewhere.

Thank you for allowing me the opportunity to work in this kind of position for the last 6 months. I have genuinely enjoyed my time with the team. I am beyond grateful for all the guidance, support and opportunities given to me.

Please do advise me on the next steps regarding my clearance, 13th month pay and Certificate of Employment.

Sincerely,


John Paul S. Gerona