

July 30, 2025

iPloy Staffing Solutions
9th Floor, Ayala Center Cebu Tower
Bohol Street, Cebu Business Park,
Cebu City 6000

Dear Candice Villaceran,

I'm writing to you today to submit my notice and resignation letter. I'll be resigning from my role as a customer service representative here at iPloy. My last working day will be July 30, 2025. I apologize for the short notice TL and regret any inconvenience this may have caused. Currently, I'm experiencing health problems that cause me difficulties in taking calls and working in graveyard shifts; this urges me to file an immediate resignation. I went home to Leyte to continue my medication, since I don't have any relatives here in Cebu apart from my sister.

Furthermore, I'm also pursuing new challenges to further develop my skills and experience. Seeking a role that allows me to better balance my personal and professional commitments. While I'm excited about my future endeavors, leaving iPloy and the entire team is not an easy decision for me. The journey we've shared has been one of the most rewarding experiences working here.

I'd like to convey my deepest appreciation also for the valuable experience, support, knowledge, and skills you have extended to me during my time at iPloy. Your leadership has been instrumental in my growth both professionally and personally, and I have learned invaluable lessons as one of your teammates. I will surely carry the lessons learned from you.

Thank you once again for everything. I look forward to staying in touch and cherishing the positive experiences and memories with the Team Candice. I wish the company continued success and growth.

Best regards,

Jiah Tumalak