

Missy L. Macairan
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15 May 2025
Ramelyn Castanares
HR Manager
iPLOY
16th Floor, One Montage ,Archbishop Reyes Avenue
Cebu City

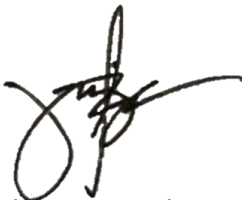
Dear Ms. Ramelyn Castanares,

It is with a heavy heart that I am writing to inform you of my decision to resign from my position as Insurance Change Agent at iPLOY. My last day of work will be 15May2025.

The opportunities and experiences that I have gained while working at the company are well appreciated. I am truly grateful for the support and encouragement provided by you and the entire team during my stay. Thank you! Unfortunately, my current health status has affected my job performance as well as the team's adherence and performance metrics. It was a difficult decision to make but I would like to take this time to focus on improving my health. Hoping for your kind understanding.

Please do let me know on the next steps in the resignation process.

Again, a heartfelt thank you!
Sincerely,

A handwritten signature in black ink, appearing to read 'Missy L. Macairan', with a large, stylized flourish extending to the right.

Missy L. Macairan