

Alliyah Lorene Ancao

Liloan, Cebu

March 18, 2025

Iploy Staffing Solutions

Ayala Center Cebu Tower,

Cebu Business Park, Cebu City 6000

Dear HR management,

I hope this email finds you well, this is Alliyah Lorene Ancao, I am writing to inform you of my decision to resign from my position at iPloy Staffing Solutions, effective immediately . My last day of employment will be on March 18, 2025.

While I have greatly appreciated the opportunity to be a part of your team and the training provided, I have determined that this role is not the right fit for me at this time.

After careful consideration, I feel that I must step away to focus on personal matters and pursue other professional opportunities that align more closely with my goals. This decision was not made lightly, and I regret that I am unable to continue the training process.

I sincerely appreciate the support and guidance I have received during my brief time with the company, and I am grateful for the experience. I apologize for any inconvenience this may cause and will ensure a smooth exit from the training process.

Thank you for your understanding, and I wish the team continued success.

  
Sincerely,

Alliyah Lorene Ancao