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June 24, 2025

Josie Satur
Team Lead – NJ Authorizations
Iploy Staffing Solutions
9th Floor, Ayala Center Cebu Tower, Cebu Business Park, 6000 Cebu City

Dear TL Josie,

Please accept this letter as my formal resignation from my position as Authorization Specialist at Iploy Staffing Solutions effective immediately.

I regret to inform you that I am resigning due to medical reasons. While it was a difficult decision to make, it is the best course of action for me at this time. I would like to thank you for being not just a supervisor, but a mentor who has taught me all that I know. Thank you also for the entire team. I will treasure the valuable experience and knowledge gained during my employment.

Please let me know if there is anything else I can do to assist with the transition.

Sincere Regards,

A handwritten signature in black ink, appearing to read 'Alrose Jean Ramo', with a stylized flourish at the end.

Alrose Jean Ramo