

Letter of Resignation

July 15, 2024

iPloy OPC
16F One Montage Tower,
Archbishop Reyes Ave.
Cebu City, Cebu, 6000, Philippines

Dear OM Angelo,

It is with my deep regret that I give you my formal notice of resignation as a Team Leader with iPloy-OPC. The reason behind my resignation is I have decided to focus on my family and health. I am planning to get pregnant soon and I need to start a healthy lifestyle.

Working with iPloy for 5 years & 7 months has been a profound experience. I was given an opportunity to showcase my leadership skills and other abilities that I am not aware of. The values of the company helped me grow and become the leader I am today. Hence, this decision to quit was difficult for me. I extend my gratitude to the management and all my fellow workers for the love, support and trust they have conferred upon me.

I kindly request you to accept my resignation letter and relieve me by August 16, 2024. I will gladly put up with all the exit formalities.

I wish nothing but the best for the management and the success of the company.

Sincerely,


Roxana Noquera