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Mon 10/31/2022 6:55 PM

Mariz Raterta <ratertamariz11@gmail.com>

Resignation Letter

To hr@iploy.com

Cc joycee@adapthealth.com

Joyce Y. Ecang
Team Lead
iPloy Staffing Solutions Inc
One Montage, Ayala Business Park
Cebu City, 6000

Dear Mr./Miss,

Please accept this letter as my formal resignation from my position as Customer Service Representative effective immediately. I know this is unexpected, however, due to personal reasons, I need to leave the company as soon as possible.

Thank you for all the opportunities that the company has bestowed upon me. Working here for the last 2 years and 9 months has been instrumental for my personal growth, and will forever be grateful for all the experiences I have gained thus far.

Again, my sincerest apologies for this sudden decision.

Thank you very much for your kind understanding.

Sincerely yours,

Mariz E. Raterta