

Letter of Resignation

Charlene O. Perez
Lahug, Cebu City

March 15, 2023

iPloy OPC

One Montego, Archbishop Reyes, Cebu
Cebu City, Philippines, 6000

To whom it may concern,

Please accept this letter as my formal resignation from my position as CSR - non voice at iPloy OPC, immediately effective March 17, 2023. I sincerely apologize for being able to provide short notice.

Thank you for giving me the opportunity to work in this position for the past 2 years and 5 months. I have thoroughly enjoyed working here and appreciate all of the opportunities you have given me. However, I have decided it is time for me to move on to my next challenge.

Please let me know how I can help to make this transition easier for you. If you wish to contact me, you can do so via my personal email, perezcharlene1234@gmail.com.

Thank you
Charlene Perez
3/15/23