

1/14/2022

Jannah Marie G. Vito

Team Lead

16th Floor One Montage Tower, Archbishop Reyes St., Cebu City

Dear TL Jane,

Please accept this letter as a formal notice of my resignation from my position as an Insurance Dialer from the Stop/ Held Patient Contact Team at iPloy OPC. My last day of employment is today January 13,2022.

I just want to express my gratitude for the opportunity that has been bestowed upon me. Working for iPloy OPC for the past 1 year and 9 months has been very challenging when it comes to work and schedule and at the same time enjoyable, because of the environment, especially to my amazing colleagues who always make the day better. It was an honor and a great experience for me to be able to learn the culture and ethics of this company and will see to bring it with me to my future endeavors.

I want to apologize for this sudden decision, but feel free to inform me if there is anything that I can do to assist during the transition. Feel free to reach me at my personal email address sy.salaritan@gmail.com.

Thank you for your kind consideration.

Sincerely,


Syder John A. Salaritan