

Resignation Letter

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IPLOY STAFFING SOLUTIONS
Ayala Center Cebu Tower

Dearest TL Jerome,

Greetings of peace and goodness!

Please accept this letter as my notice of formal resignation.

I'd like to send my sincerest gratitude for giving me the opportunity to grow and learn a lot of things as an employee in this company, and as a person. With that I would like to inform you that this would be then the last month for me to render services with IPLOY STAFFING SOLUTIONS. Specifically my last day would be by October 7, 2022.

Sadly, I have decided to resign and move to a new chapter of this BPO industry and I am currently in the process of looking for companies with bigger opportunities and with performance incentives. A risky move I guess, as I haven't heard from the companies I am currently eyeing to, but I'm hopeful and confident that I can. Moving forward, to close this memorable chapter with IPLOY, for a year and 4 months of service, I would like to leave a good note for the opportunity granted to me, and thus would like to properly render a month instead of an immediate resignation once I get that dream job offer.

As once a medical student, this is such a memorable experience on my end, how I enjoyed speaking with thoughtful and kind patients, helping them with their concerns and allow them to continue trusting us in providing medical services. I also enjoyed the relationship I have with my team, as I would not go through the day-to-day challenges of work without them. Most especially to you, TL Jerome who encouraged me to do my best and meet my monthly goals, and STL Ray who've imparted a great knowledge and inspiration when I started getting endorsed in the billing department.

To the management, colleagues across all departments, and to the whole Team Sakalam, I am very much grateful for the whole experience.

Please let me know how I can be of assistance during the transition period. I wish you and the company the very best going forward.

Sincerely,


ROCHELLE MIGABON
Patient Pay Department