

Iploy Staffing Solutions
9th Floor, Ayala Center Cebu Tower
Bohol Street, Cebu Business Park
Cebu City 6000

October 20,2022

To whom it may concern,

I am writing to inform you of my intention to resign from my position as Customer Support Representative (Pap New Starts) effective today, October 20, 2022. I would like to sincerely thank the company and my team lead, Justine Ignacio, for the opportunities to develop my skills, the mentoring and guidance provided to me over the past year.

After a year, I have decided that the time has come for me to pursue and grab other opportunity that is more aligned with my aspirations. I appreciate your understanding and support.

Please feel free to contact me at 09167002855 or email me should you need me for further information. I would be happy to visit the office as well to formally surrender my id or any other assets belonging to the company.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mae Karen Apas', written in a cursive style with a large loop at the end.

Mae Karen Apas