

**Ian Joaquin Miguel Salvador**

**Blk 9 Lot 21 Bayswater Subd Poooc Talisay City, Cebu 6045**

November 21, 2022

**iPloy Staffing Solutions**

6th floor, One Montage, Archbishop Reyes Ave, Cebu City, Cebu, Philippines

Dear iPloy,

I am writing to inform you of my intention to resign from my job as Documentation Specialist at iPloy, effective from today November 21, 2022 until November 25, 2022.

My career goals have changed since I started working here on Oct 25 2021, and I feel that the time has come for me to pursue another opportunity that is more aligned with my new aspirations.

I appreciate the opportunities you gave me during my time at iPloy Staffing Solutions. Please let me know what assistance I can offer as I transition out of my current role during the remaining days. I hope we can stay in touch going forward.

Thank you,



***Ian Joaquin Miguel Salvador***  
***Documentation***