

JASPER CHRISTIAN S. CANASA
609 Tipoo Luwagan, Lower Linao
Minglanilla, Cebu
jaspercanasa@gmail.com
09275810124

April-18, 2023

LOVELY DESPI

Team Leader
iPloy Staffing Solutions Inc.
9f Ayala Center Cebu Tower
Bohol St., Cebu Business Park
Cebu City

To Ms. Lovely Despi,

Good morning TL, I hope you're doing well. Please accept this letter as my formal notice of my resignation.

I have been fortunate enough during my time at iPloy Staffing Solutions Inc. Working for 1 year and 5 months in this company gained me valuable experience which I will never get elsewhere.

Your guidance and support not only equipped me with new skills but also made me realize the areas which I needed improvement at.

Being my first ever job, the time that I had in this company is something I will always look back to moving forward in my future endeavors which I will be now focusing on.

My 30-day render period is effective starting today April 18, 2023. For further instructions on the transition process, please feel free to reach me via text (preferable) or email.

I wish you and iPloy the best!

Sincerely,



JASPER CHRISTIAN S. CANASA