

From,

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September 22, 2022

To,

iPloy Inc Staffing Solution
9th flr, Ayala center Cebu Tower
Bohol Street, Cebu Business Park,
Cebu City, 6000

Dear Ma'am/Sir,

Please accept this letter as a formal notice of my intent to resign as a Customer Service Representative of Intake Department from iPloy, effective on September 24, 2022 (Local time). It was not an easy decision to make I have enjoyed working in the company. This decision was made as a strategic career move that will allow myself to expand my knowledge and experiences and to venture on a new possible career opportunity.

Thank you for the support and the opportunities. I have truly enjoyed my probationary days for the past five months, and I am more than grateful for the encouragement you have given me especially to the team and to my Team lead.

My deepest gratitude to iPloy for giving me the trust and opportunity to be part of the company. It was a humbling experience. I wish nothing but the best for the company and its management.

Respectfully,


Stella Marris Unabia Baquiano