February 6, 2023

## **Resignation Letter**

Dear Team Lead Chris,

First, I'd like to express how heavy it has been this past few weeks for me. I have tried everything I could to stay and continue working because I love my job, my workmates, my Team Lead and my experience with the company has nothing but an adventure. I am writing this letter to inform you that I have come up with one of the heaviest decision I need to make, I am resigning in iPloy immediately, as of today's shift, February 6, 2023.

For the past two weeks of being in our pre-OJT time, I already had trouble getting at least 4 hours of sleep. I always had headache, there were times that I experience severe dizziness. I have tried to find any solution because I wouldn't want to give up my job, and so as my education. However, despite these, I was able to come to work and do my job well. I needed to make this decision because I've come to a point where I felt vomiting already and I know, I needed to give up either of the two that I was trying my best to keep.

I apologize for leaving the company without any prior notice. I would like to let you know that I am immensely grateful for everyone. I am grateful for my teammates who helped my work become easier and who makes every shift exciting, my Team Lead Chris R. for being so supportive and believing in my capabilities since day one though I have doubted my own abilities for a million times. I wish everyone successes and the best of luck. Lastly, I'd like to thank iPloy for accepting me and for giving me an opportunity I'll treasure forever. Thank you.

Please let me know how I can be of help in making this transaction easier or if there is anything I'll need to take for the next step.

Sincerely,

Jennelyn Oporto

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