

CONSTANTINO SABIJON III

721 Molave Street, Butuan City, ADN

kokocsabijon9@gmail.com

June-10-2024

SURECYCLE FINANCE CORPORATION

Lapu-Lapu Ext, Talomo, Digos City, 8002 Davao del Sur

Dear Human Resources;

Please accept this letter as a formal notification of my resignation from my position as Sales Assistant at SFC Butuan Branch, effective immediately, on June-10-2024

I acknowledge any disruption that my imminent leaving may cause, and I truly apologize for any inconvenience that may arise. Unfortunately, owing to unforeseen circumstances, I am unable to continue working. Nonetheless, the experience and growth opportunities I've had here have been excellent. I am extremely appreciative of the professional development and the opportunity to contribute to SFC's success.

While the timeframe is limited, I am happy to assist with the transition in any way I can.

Respectfully,

CONSTANTINO SABIJON III

Sales Assistant of

SFC-BUTUAN BRANCH