**Francis Niel E. Codinera**

June 01, 2016

**Engr. Wilfredo L. Segovia**

President & Chief Executive Officer

Segovia Development Corporation

7461 Bagtikan Street.

San Antonio Village, Makati City

Dear Engr. Wilfredo L. Segovia:

This resignation letter is to inform you that I am resigning from my position as Web Designer and that my last day of employment with the company will be on the 3rd June 2016.

I feel like I need to gain more knowledge. So I decided to take another degree this coming school year, which will enable me to further my career and achieve my potential. I would be grateful if you could confirm receipt of my notification and of my leaving date.

I would be happy to meet with you at your convenience to discuss the transition of my duties to my successor.

I have truly appreciated your guidance and experience during my employment. I wish you and the company continued success for the future.

Sincerely,  
  
Francis Niel E. Codinera  
Web Designer