

## Resignation Email

Dear ma'am,

I hope you are doing well. I am writing to formally announce my resignation from my position as a Software Developer at Hybrid Workforces, effective from 31st December 2023.

After careful consideration, I have decided to pursue a new opportunity that aligns more closely with my long-term career goals and aspirations. This was not an easy decision to make, as I have truly enjoyed working with you and the team over the past year. I am grateful for the opportunity to contribute to various projects and for the valuable learning experiences I gained during my time here.

I would like to express my sincere gratitude for the support, mentorship, and camaraderie I've received from you and my colleagues. The hybrid work environment provided me with the flexibility to thrive, and I have developed both professionally and personally during my time at Hybrid Workforces.

I will do everything I can to ensure a smooth transition during my notice period. Please let me know how I can assist in handing over my responsibilities or supporting the team in the coming weeks.

Thank you once again for the wonderful opportunity. I hope we can stay in touch, and I wish you and the team continued success in the future.

Best regards,  
Sagar Vakani