

To
The Deputy Manager (Production)

DANA IM4 INDIA PVT LTD.

Bhambhali, Taluka Khed

Pune, Maharashtra 410 501

② Date:- 20.06.2024 ② last working day 19th July 2023

Subject :- Resignation letter

Respected Sir,

I Chaitali Maji, Employee Id:- TM00160, recently working in your organisation in production department as a Junior Engineer. It is hereby informing you, that I want to resign from my post, as it is high time for the another better opportunity to accept. I got to learn so many things from here.

Kindly approve this application, then it will be grateful to me. I'm waiting for your response.


Yours Faithfully

CHAITALI MAJI

Employee Id:- TM00160

Chaitali Maji (HV)

OR
Accepted
pls proceed


Yamash A.
20/06/2024

Yamash
20/06/2024