

16/12/2024

TO,
HR Manager
VNR Seeds Pvt. Ltd.
Raipur (CG)

Respected Sir,

Subject :- Resignation from the post of Sr.
Executive HR.

I am writing to formally notify you of my resignation from the position of Sr. Executive HR with VNR Seeds Pvt. Ltd. As per my notice period, my final day will be 15th Jan 2025. (15/1/25)

Following careful reflection, I have decided to step down from my role. I am thankful for the opportunities & experiences provided to me during my tenure at VNR Seeds Pvt. Ltd. The valuable skills I have gained here are deeply appreciated and will undoubtedly benefit me in my ongoing professional journey.

In the coming weeks before 15th Jan 2025. (15/1/25), I am fully committed to assisting in ensuring a smooth transition.


Sincerely

Shikha Khadka