To Whom It May Concern,

Good day!

I hereby notify you that I am resigning for my position effective today. Though it’s a bit urgent, I trust that you will understand.

Thank you very much for the opportunity that you've given me. I learned a lot from this job, meet a lot acquaintances and gained a lot of friends. I genuinely enjoyed my time and stay on this job. And I do believe that experience taught me a lot engaging with different people and also improved my self-esteem.

This is not an easy decision to make but I strongly believe that I am not efficient with my work now because of my age and cannot comply with all the new challenges I am dealing with. Hence, I want to thank you for all your patience and support.

Still, it's been my pleasure working with you all. Hoping for the company's success.

Sincerely,

Virgilio C. Gordora