

Scenario : 5 Resignation email

To : namangajera123@gmail.com

From : kirtanbhimani96@gamil.com

Subject: Resignation Letter

Dear Mr. Naman,

I hope this message finds you well.

I am writing to formally resign from my position as Jr. Application Developer at Petpooja Infotech, effective two weeks from the date of the email, unless otherwise agreed upon.

I have enjoyed working at Petpooja Infotech and am grateful for the opportunities for professional and personal development. During my time here, I have gained valuable experience and developed relationships that I will cherish.

I will do my utmost to ensure a smooth transition over the next "two weeks". Please let me know how I can assist in transferring my responsibilities or training a replacement.

Thank you for your understanding and support. I have appreciated working with you and the team and look forward to staying in touch.

Best regards,

Your Sincerarly,

Kirtan Bhimani,
Jr. Application Developer,
Petpooja Infotech,
Mo.: 9904524970.