**1.Thank you Email**

Subject: Acceptance of job Offer and Joining

Dear Employers name,

I am writing to formally accept the job offer you extended to me for the position of front-end React.js developer at Company name. I am very excited to become a part of your team and contribute to the success of the company.

Thank you for giving me the opportunity to join such a reputable organization. I am confident that I will be able to perform the responsibilities of the job to the best of my abilities while also learning and growing in the process.

Thank you once again for considering me for this position I look Forword to working with you and the team.

Sincerely,

Manoj Kumar Prajapat

**2.Reminder Email**

Subject:Reminder: Upcoming Deadline for Data Fetching Task

Hi Kamlesh kumar,

I hope you’re having a great day! Just a quick note to remind you about the data fetching task that’s due by September 2nd.

If you need any support or have questions as you work on it, please don’t hesitate to reach out. Thanks for your attention to this!

Looking forward to seeing it completed!

Best,

Manoj Kumar Parapet

**3.Letter of apology**

Subject: Apology

Dear Deepak Kumar

I hope you’re well. I’m writing to sincerely apologize for my behaviour during the project meeting. I understand this may have caused some frustration, and I truly regret any inconvenience it may have brought you.

I’m taking steps to ensure this doesn’t happen again, and I appreciate your understanding and patience during this time.

Thank you for your consideration.

Best,

Manoj Kumar Parapet

**4.Asking for a raise in salary Email :-**

Subject: Request for Salary increment

Dear Sir,

I have now been in your service for a period of 12 months and I am really happy to see the improvements in that the company has had over these past months.

I strongly believe that over the period of my employment I have given you satisfaction. When I joined your company. it was on the understanding that my salary should gradually increase hence I will be asking for a thirty precent increment.

I trust that you will consider my proposal favourably.

Your faithfully,

Manoj Kumar Parapet

**5.Resignation email :-**

Subject: Resignation Letter

Dear sir,

I am writing this email to inform you that I am resigning from my position as front-end Developer at company name. my last day of employment will be 30 Sep 2024.

I am truly grateful for the opportunities given to me in this organization and your professional guidance and support.

I wish you and the company all the best for the future.

Thank you,

Your faithfully,

Manoj Kumar Parapet