

Date: 25th January, 2021

Nusrat Jahan

Deputy Manager, HR

Apsis Solutions Ltd.

Level 24, Ahmed Tower, 28-30 Kemal Ataturk Avenue, Banani.

Dhaka – 1213, Bangladesh.

Dear HR Apu,

I regret to inform you that I am resigning from my position here as a Senior Software Engineer. My last day of employment will be February 25, 2021 according to Riad Hossain Bhai's communication. I know this is unexpected but I am happy to assist you in the replacement process to help alleviate the transition.

I cannot thank you enough for the opportunities this company has provided me. Working here for more than last three years has been incredibly instrumental in my personal growth, and I will never forget the colleagues and friends I have made here.

I will miss both the customers and the company alike very much.

If there is anything, I can do to help make this transition easier, please let me know. I do not intend to inconvenience you with this news, and I hope you will accept my most sincere apologies in making February 25th my final day here.

Thank you so much for your understanding in this matter. I have loved my job, and I will look back on my time here with wonderful memories.

Regards,

S. M. Muzahidul Islam

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