I am here by writing to formally my resignation from my position at TCS. Please accept this letter as my official notice of resignation, effective from 1st July 2023 to 30th September 2023, in accordance with the notice period mentioned in my employment contract.

I have thoroughly enjoyed my time working at TCS, and I am grateful for the opportunities and experiences that have contributed to my professional growth. The past 2 years has been truly fulfilling, and I have had the privilege of working alongside talented and supportive colleagues like yourself.

After careful consideration and personal reflection, I have decided to pursue a new career opportunity that aligns with my long-term goals and aspirations. Although it was a difficult decision to make, I believe it is the right step for my career progression and personal development.

I would like to express my sincere gratitude to you, the management team, and all my colleagues for your guidance, mentorship, and friendship during my time here. I have learned a great deal from each of you and will always appreciate the relationships and memories I have formed.

To ensure a smooth transition, I am committed to completing any pending projects and tasks and will assist in training my replacement, as needed. Please let me know how I can best contribute during this transition period.

I will do my utmost to ensure a seamless handover of my responsibilities before my departure. If there are any specific tasks or projects that you would like me to prioritize or address before my last day, please let me know, and I will be more than happy to accommodate.

Please inform me of any exit formalities or procedures that I need to complete. I am willing to participate in an exit interview to provide feedback and share my insights, should it be beneficial for the company.

I would like to take this opportunity to express my gratitude once again for the valuable experiences and support I have received during my tenure at TCS. I genuinely appreciate everything and will always remember my time here warmly.

Thank you for your understanding and support throughout this process. I wish you and the entire team at TCS continued success and prosperity.