

Resignation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Hospital/Clinic Name]

[Hospital/Clinic Address]

[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally resign from my position as a nurse at [Hospital/Clinic Name], effective [Last Working Day, typically two weeks from the date above].

This decision has not come easily, as I have greatly valued my time working with you and the entire team. However, after careful consideration, I have decided to pursue my passion for entrepreneurship and start my own business.

I am grateful for the opportunities for personal and professional development I have received during my tenure here. I appreciate the support and guidance you have provided, which has enabled me to grow as a nurse.

I am committed to ensuring a smooth transition and will do everything possible to assist in handing over my responsibilities before my departure.

Thank you once again for the opportunity to be a part of [Hospital/Clinic Name]. I hope to stay in touch, and I wish you and the team continued success.

Sincerely,

[Your Name]