

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally resign from my position at [Company's Name], effective [Last Working Day, typically two weeks from the date above].

It is with deep consideration that I submit my resignation due to the ongoing unprofessional work conditions that have made it increasingly difficult for me to perform my duties effectively. Despite my efforts to address these issues, I have found that they continue to impact not only my job satisfaction but also my overall well-being.

I appreciate the opportunities I have had during my time at [Company's Name], and I hope that improvements can be made for the benefit of the team moving forward.

Thank you for your understanding.

Sincerely,

[Your Name]