

# Resignation Letter

Dear [Manager's Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day]. After considerable thought, I have decided to pursue opportunities that offer greater upward mobility and professional growth.

While I have appreciated my time at [Company Name] and the experiences I have gained, I feel that my current path does not align with my career aspirations. I believe it is in my best interest to seek new challenges that allow for advancement.

I am committed to ensuring a smooth transition and will do everything I can to wrap up my responsibilities and assist in the handover process.

Thank you for the support and guidance you have provided during my time here. I wish you and the company continued success in the future.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Contact Information]