

Resignation Letter

Date: [Insert date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[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].

After much consideration, I have decided to leave due to the unproductive work conditions that I believe hinder both my performance and overall job satisfaction. Despite my efforts to adapt and improve the situation, I feel that my contributions have not been maximized.

I appreciate the opportunities I've had during my time at [Company's Name] and wish the team continued success in the future.

Thank you for your understanding.

Sincerely,

[Your Name]