

Resignation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Subject: Resignation Letter

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]. This decision comes in light of the recent team restructuring and the resulting changes that have influenced my role.

I have enjoyed working alongside my colleagues and contributing to the team. However, I feel that the new direction of the company no longer aligns with my career aspirations.

Thank you for the opportunities I have had during my time here. I appreciate your support and mentorship. I wish you and the team continued success.

Sincerely,

[Your Name]