

How to Quit a Job you Love

From,
Rechal Umang,
12-B, Tower V,
Panama City,
Panama-889909
(+234)-6789-9887-56
rechalworry@yahoo.com

Date: 06 Dec, 2045

To,
Willim Ofertser,
D-6,Building5,
Idao,USA-80006
willim@hotmail.com
(+34)-5667-87623-9

Dear Willim,

I am writing this letter concerning my resignation from the organization's Finance Executive position, which I held for the past two years. It's disheartening for me to write such a letter as I had a great time working in this esteemed organization. I never thought I would have to draft such a letter. I learnt a lot during these two years and looking forward to applying them wherever I go.

I have to be with my ailing mother as she is probably living the last few days of her life. Both the events have saddened me, but I guess that's life.

Please let me know if I can help the department in the transfer of my responsibilities after my resignation.

Thank You.

Yours Sincerely,

Rechal Umang

