

## Resignation Letter Example After Lost Job Opportunity

Dear [Manager's Name],

I am writing to formally resign from my position as [Your Position] at [Company Name], effective [Last Working Day, typically two weeks from date].

I have greatly valued my time at [Company Name] and the opportunities for personal and professional development I have received. However, after careful consideration following the recent decision regarding the [internal/external] job opening I applied for, I have decided to seek new challenges elsewhere that align better with my long-term career aspirations.

This was not an easy decision, as I have genuinely enjoyed working with you and my colleagues, and I am truly grateful for the support and experience I have gained here. Please be assured that I am committed to ensuring a smooth transition and will do my utmost to complete outstanding tasks and assist in any way during this period.

Thank you again for the opportunities, guidance, and encouragement I have received during my tenure. I hope to maintain a positive professional relationship and wish the company continued success.

Sincerely,  
[Your Name]