

Resignation Letter Sample for Personal Growth Opportunities

Dear [Manager's Name],

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

This decision was not made lightly. After careful consideration, I have decided to pursue new challenges that will enable me to further develop my skills and achieve my long-term career goals. I believe that this step is necessary for my personal and professional growth.

I would like to express my sincere gratitude for the opportunities, support, and guidance I have received during my time with [Company Name]. Working with a fantastic team has been a truly rewarding experience, and I appreciate the chances I've had to contribute and grow here.

I am committed to ensuring a smooth transition. Please let me know how I can be of assistance during this period.

Thank you once again for everything. I hope to stay in touch and wish [Company Name] continued success in the future.

Sincerely,
[Your Name]