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Dear [Manager's Name],

I hope this message finds you well. I am writing to formally resign from my position at [Company Name], effective two weeks from today, [Last Working Day].

This decision was not made lightly, as my time at [Company Name] has been deeply rewarding and enlightening. I am incredibly grateful for the opportunities I've been given and for the incredible team that I have been fortunate to work with.

Looking ahead, I am excited to pursue a new path that aligns with my long-term career goals and personal ambitions. I am confident that the skills and experiences I have gained during my tenure here will be invaluable in this next chapter.

I am committed to ensuring a smooth transition and am more than willing to assist in training my successor or helping in any way deemed appropriate during this period. I hope to maintain the relationships I've fostered here and look forward to possibly collaborating in the future.

Thank you once again for the support and encouragement during my time at [Company Name]. I hold nothing but respect and admiration for this organization and am eager to see it continue to excel.

Best wishes for the future,

[Your Name]