

Dear Team,

I hope this message finds you well. It is with mixed emotions that I write to inform you of my decision to resign from my position at [Hospital Name], effective [Last Working Day].

I want to express my heartfelt gratitude to each of you for the support, kindness, and camaraderie that you have extended to me during my time here. Working alongside such a dedicated and compassionate team has been both a privilege and a source of immense joy.

This decision was not made lightly and comes after much reflection. I believe it is the right time for me to explore new opportunities and challenges. While I am excited about what the future holds, I will deeply miss the daily interactions and shared moments that make this hospital such a special place.

Thank you for the countless ways you have enriched my professional journey, and for the unwavering commitment you show to our patients and each other. I am truly grateful for the experiences and friendships I have gained here.

Please do stay in touch. Wishing you all continued success and fulfillment in the important work you do.

Warm regards,

[Your Name]