

Casual, friendly tone resignation

Hi [Manager's Name],

I wanted to let you know that I will be leaving [Company Name] to explore a new career path. My last day will be [Last Working Day]. Thank you so much for all the support and learning opportunitiesâ€”Iâ€™ve truly enjoyed working here.

Iâ€™ll make sure to help with the transition.

Cheers,

[Your Name]

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