**RESIGNATION LETTER FOR NEW JOB OPPORTUNITY**

11 March, 20XX

Deepika Vaghela

Creative Thinkers Solutions

Bangalore, Karnataka 560001

Dear Sir,

I hereby offer my resignation from the position of senior content analyst for Creative Thinkers Solutions. My last working day with the company will be 17 April, 20XX.

This was a difficult decision, but I have decided to pursue my lifelong dream of working in the education sector. It has been a pleasant experience working in the warm and friendly atmosphere of the company. I will take this opportunity to extend my sincere gratitude to Creative Thinkers Solutions and my managers for giving me the opportunity to learn and grow in the organisation. The experience gained during the course of my employment will definitely help me in my new career. I will cherish the fond memories of my stay in the company for a long time to come.

Before leaving, I will return the laptop, USB drives and other electronic devices that Creative Thinkers Solutions has provided me. I will continue to coordinate with the designing team and plan to finish all the pending work by the end of this month.

Please let me know if there is anything else I can help you with during this transition. I would be glad to train and hand over my duties to my replacement.

Warm Regards,

Deepika Vaghela