

Career Change Resignation Letter

Your Name

Your Address

Your City,

Your Phone Number

Your Email

Date

Name

Title

Organization

Address

City,

Dear Mr. /Ms. Last Name:

This letter is to inform you that I will be resigning from my position as a marketing executive from ABC Group of Companies effective January 30th 2020.

I have been considering a career change for a long time now. As much as I love to be a part of the growth process of this company, I would also love to build and pursue a career in writing. I have always been passionate about writing, and I think this is the right time for me to develop my career skills professionally.

It is of great concern to me that I pursue my writing career by taking this opportunity. Even as I look forward to developing my writing career, I will love to say that I will definitely miss working with you.

I hope that my resignation does not inconvenience the company that much, and I will do all that I can within my capacity to assist in the transition process during my last 2 weeks'.

I am grateful for all the amazing experiences that this position has exposed me to over the past 3 years. I know that these experiences have helped my career. I also want to thank you for the opportunity of working in a great company like this.

Thank you so much for your understanding.

Sincerely,

(Signature)

Name.