**To:** Mr. Walner

Manager HR

**From:** Mr. Greg

Assistant Manager, Sales department

Employee #11002

**Subject:** Resignation from the post [NAME]

**Date:**  21st June 2018

Dear Mr. Walner,

This letter serves as my resignation from the post [DETAILS] effective immediately.

It’s been five years that I have been working with the [COMPANY] and you never had to complain about my performance and professional conduct.

My new supervisor is my ex-colleague who has been promoted to this position some months ago. I was very happy that we were going to work together in a very healthy environment, but things didn’t work accordingly.

He deals me in a very rough way for nothing. We never had differences as colleagues, but this sudden shift is killing me inside. In our last meeting held on [INSERT DATE & DAY], he reprimanded me in front of all the staff for merely considering that I was talking while he was addressing to us.

He scolded me in such a bad way that left me completely vacant. I, therefore, decided to leave the job instantaneously to avoid further offense which has become a routine.

I apologize for any inconvenience caused due to my sudden resignation. Furthermore, I will email you the ongoing project I am dealing with.

Sincerely,

Mr. Greg,

Assistant Manager