

Ketan Pofare

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18-04-2024

Pragati Chafale

HR, GrowUp Digital

187, Chhatrapati square,

Nagpur, MH-440015

Dear Pragati,

I am writing to formally resign from my position as Web Developer at GrowUp Digital, effective from today.

I regret to inform you that despite repeated requests, I have not received an offer letter outlining the terms and conditions of my employment with GrowUp Digital. As such, I find myself in a position where I am unable to fully commit to a role without clarity on essential details pertaining to my employment.

Additionally, I have been offered an internship opportunity with Honest Web Solutions Pune, that aligns more closely with my career goals and aspirations. After careful consideration, I have decided to accept this internship position, which offers me valuable experience and growth opportunities in my field of interest.

I would like to express my gratitude for the opportunities I have had during my time at GrowUp Digital. I have enjoyed working with the team and have learned a great deal from the experience. I appreciate the support and guidance provided to me during my tenure here.

I will ensure a smooth transition of my responsibilities before my departure.

Thank you for your understanding.

Sincerely,

Ketan Pofare