Ilyas Bin Ahmad

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**(Employee address)**

Manager,

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**(Employer address)**

20 September 2021

Dear Sir / Madam,

**24 HOURS LETTER OF RESIGNATION**

Please accept this as formal notice of my resignation, effective tomorrow dated 21 September 2021.

I am very honored to be working for Need Job Sdn Bhd as Junior Accountant. Honestly, it has been a wonderful experience.

2. As indicated, I have been exploring several employment possibilities and received an offer from another company with a new position. After thoughtful consideration, I have decided to accept it.

3. This decision has not been easy. But I have decided that it will be in the best interest for my career advancement and future development.

4. Once again, I would like to thank you for the countless opportunities that you and Need Job Sdn Bhd has given me.

Thank you.

Sincerely,

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( Ilyas Bin Ahmad )

Employee Number :124789