Cecilia Alfred

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(Employee address)

Manager,

Creative Nature Sdn Bhd

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(Employer address)

23 December 2022

Dear Sir / Madam,

IMMEDIATLY RESIGNATION

Please accept this letter as my formal resignation from Creative Nature Sdn Bhd as Human Resource Manager.

2. While my contract requires me to work until 31 December 2022, I would be obliged if I could cease work immediately. I will assume this is satisfactory unless otherwise noted.

3. Please let me know if I can be of assistance during the transition.

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

Thank you.

Sincerely,

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( Cecilia Alfred )

Employee Number : 98765