Mrs. Wang

CEO Wang Corporation

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I am sorry to inform you that I have decided to resign from my position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in order to seek a more rewarding position elsewhere. This resignation must become effective no later than two weeks from today's date.

I have concluded that my contributions here are unrewarded and my ideas ignored. I have much to offer and feel frustrated that I am consistently passed over for special projects. It is important to me to work for a company that encourages creativity rather than restricts it. Although your compensation has been fair, you have been unable to provide other types of incentives that I need.

Nevertheless, my time here has not been wasted. I have gained experience and have honed my skills. I have worked with a dedicated group who has earned my respect and admiration. I sincerely wish co-workers well in their future endeavors.

Because you have indicated that my work is excellent, I would appreciate a positive recommendation from you should any prospective employers inquire about my qualifications. If you feel you are unable to satisfy this request, I would sincerely value an opportunity to discuss with you any reservations you may have.

Yours truly,

Ms. Zenith Ablaze