

Professional resignation addressing workplace issues

Subject: Resignation from Bus Driver Position

Dear [HR Director/Supervisor Name],

I am submitting my resignation from my position as a bus driver, effective [Date]. After careful consideration, I have determined that it is in my best interest to seek employment elsewhere.

Over recent months, I have experienced ongoing concerns regarding workplace conditions that have not been adequately addressed despite my previous communications. These issues have created an environment that I feel compromises both job satisfaction and professional effectiveness.

I have attempted to resolve these matters through appropriate channels, including discussions with immediate supervisors and written documentation of incidents. Unfortunately, the lack of meaningful resolution has led me to this decision.

I remain committed to fulfilling my professional obligations during the notice period. I will continue to provide safe, reliable transportation for students and will cooperate fully in the transition process.

I request that my final paycheck, accrued vacation time, and information regarding continuation of benefits be processed according to company policy. I will return all company property by my final day of employment.

While this situation is unfortunate, I believe this decision is necessary for my professional well-being. I wish the organization success in addressing these systemic issues for the benefit of current and future employees.

Respectfully,

[Your Name]

[Employee ID]

[Date]

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