

# Professional Driver Resignation Email

Subject: Resignation from Driver Position - [Your Name]

Dear [Manager's Name],

I am writing to formally notify you of my resignation from my position as a driver with [Company Name]. My last day of work will be [Date], providing the standard two weeks' notice.

This decision was not made lightly. After careful consideration, I have decided to pursue other career opportunities that align better with my long-term goals. I am grateful for the experience and skills I have gained during my time here.

I am committed to ensuring a smooth transition. I will complete all pending assignments and am willing to assist in training my replacement if needed. All company property, including vehicle keys, GPS devices, and uniforms, will be returned before my departure.

Thank you for the opportunity to work with such a professional team. I appreciate the trust you placed in me and the valuable experience I gained.

Sincerely,

[Your Name]

[Your Contact Information]

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