

Professional Nursing Resignation Letter

Dear [Manager Name],

I am writing to formally resign from my position as [Your Position] at [Hospital/Clinic Name], effective [Last Working Day, typically two weeks from today].

I have greatly appreciated the opportunities and experiences I have gained while working with the team. I am committed to ensuring a smooth transition and will assist in handing over my responsibilities over the next few weeks.

Thank you for your support and guidance throughout my tenure.

Sincerely,

[Your Name]

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