The Manager

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Experiences over the past several months convince me that I must resign from my position as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, effective no later *than two weeks from today*. When I was initially hired at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, I thought that this was a company believed, as I did, that the relationship between a company and its employees should be mutually beneficial. Poor wages, infrequent raises, uncompensated overtime, routine layoffs, and an excessive workload have convinced me otherwise. Therefore, I can no longer work for a company that clearly undervalues the worth of its employees.

I want to thank you, however, for being a wonderful supervisor. I appreciate the time you took to discuss my concerns with me. I know you did everything you could to improve our working conditions, but the fact that your efforts have been persistently ignored by upper management is indicative that things are not about to change in the near future. I sincerely hope that my resignation does not adversely reflect upon you in any way.

Two weeks should provide adequate time for me to complete my assignments. According to current policy, I suspect my duties will be assimilated in the usual way. Nonetheless, I will gladly ensure that my more difficult accounts are settled before I leave.

Sincerely yours,

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