
Resignation Letter to Manager due to Health Issues Example

Dear [HR Manager's Name],

I am writing to formally tender my resignation from [Your Position] at [Company Name], effective [last working day, e.g., September 30, 2023]. It is with a heavy heart that I've come to this decision, as working here has been an incredibly rewarding experience. However, recent health challenges necessitate that I prioritize my well-being and undergo prolonged treatment.

I cherish the time spent with the team, and the opportunities to grow both personally and professionally have been invaluable. I will ensure that all my responsibilities are handed over seamlessly to a designated colleague and provide any required training to ease the transition.

Thank you for your understanding and the unwavering support during this period. I hope our paths cross again under better circumstances.

Warm regards,
[Your Name]