
Resignation Letter For Hospital Lab Technician

John Doe

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June 28, 2024

Dr. Emily Roberts

Head of Laboratory Services
HealthCity General Hospital
456 Wellness Avenue
HealthCity, HC 67890

Dear Dr. Roberts,

I am writing to formally resign from my position as a Lab Technician at HealthCity General Hospital, effective July 12, 2024.

During my time at HealthCity General Hospital, I have had the privilege of working with a talented and dedicated team. I have learned a great deal and have grown both professionally and personally. The experience and knowledge I have gained here have been invaluable.

However, after careful consideration, I have decided to pursue a new opportunity that aligns with my long-term career goals. This decision was not easy, as I have greatly

enjoyed my time at HealthCity General Hospital and deeply value the relationships I have built with my colleagues.

I am committed to ensuring a smooth transition and will do everything in my power to facilitate the handover of my responsibilities. Please let me know how I can assist during this period to make the transition as seamless as possible for the lab and my colleagues.

I am deeply grateful for the support and opportunities provided to me during my tenure at HealthCity General Hospital. I wish the hospital continued success and growth in all its future endeavors.

Thank you for your understanding and support regarding my decision.

Sincerely,

John Doe