

dt: 11-09-2024

Dear sir,

I am writing to formally resign from my position as Assistant manager HR at VNR seeds Pvt. Ltd. on 11th September 2024. My last working day will be 10th October 2024.

This decision was not easy, as I have greatly valued the opportunities and experience I have gained during my time here. Working with such a talented & dedicated team in the HR department has been a privilege, and I have appreciated the support & encouragement from my colleagues & the management team.

I am committed to a smooth transition during this notice period & will assist in any way I can to ensure that my responsibilities are handed over efficiently.

Thank you for the opportunity to contribute to company and for guidance you have provided throughout my tenure. I wish the company continued success & growth, & I hope our paths will cross again in the future.

Date

11/09/2024

Sincerely, Sheetal

Sheetal Newangar

EC - 0673

desg. - Assistant manager HR