

## [英文辞职信格式范文]英文辞职信范例（2）

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8th February, 2002

Dear Mr. Wong,

Re: Resignation from the post of Settlement clerk

I would like to let you know how much I have enjoyed my last three years at the Hero Company. Hero Company is an invaluable place for enriching my knowledge about financial field, I enjoyed working with my colleagues and I have learned so much things here.

Because I would like to take a new challenge and I want to meet people from all walks of life, I have accepted an offer from an Insurance firm as a Personal Financial Consultant. I would therefore appreciate it if you would accept my resignation effective from 8 March, 2002.

I would be very much obliged if you would kindly give me a reference letter before I leave. Thank you for all that you have done to make my work here both interesting and enjoyable.

Yours sincerely,

Alexander Fung

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