

To, The Principal / Director / H.O.D

Kendrya Gyanukul College of Pharmacy
Chunar, Mirzapur (U.P)

Subject- Regarding resignation

Respected Sir/Madam

I am informing that I am resigning from
the post of lecturer in the pharmacy
department due to my personal issues.
my last date of my work in this
organization was on 09/11/2023

I sincerely thank you for giving me an
opportunity to serve this esteemed
institution and its students, and my
co-workers for extending the support
and guidance during my tenure.

I kindly request you to please accept
my resignation and relieve me from my
duties. I would appreciate it if
I received a work experience certificate!

Thanking you.

yours faithfully

Niketa

Faculty of Pharmacy

Date 25/11/2023

Signature-


25/11/2023