**To**  
The Manager,  
Hospital Name,  
City - Pin Code.

Sub: Resignation - Reg.

Dear Sir/Madam,

I am writing to inform you that I am resigning from my position as a Staff Nurse with ABC Hospital. My last day of employment will be 31 May 2024.

I received another job opportunity with **better compensation / the option to relocate**. Due to future career and financial concerns, I made this decision.

I am grateful for the opportunities and professional guidance I have been given at ABC Hospital. I wish you and the organization continued success.

If you need any help during the transition, feel free to ask.

Regards,  
Your Name,  
Signature.