



CHIP Training and Consulting (Pvt) Ltd Resignation form- PTPP Project

Employee Name	Ishfaq Ahmad	CNIC No.	17301-7516739-1
Designation	UC Polio Officer	District/Tehsil	Mattani
UC	Sarband	Last Working Date: November 30,2020	

TO: HR Department-CTC / Supervisor

Subject: Resignation from services due to new job

Dear Sir,

I would like to inform you that I am resigning from my position as UC Polio Officer UC Sarband -Tehsil Mattani , My last day of employment will be November 30, 2020.

Thank you for the support and the opportunities that you have provided me during the last one year. I have truly enjoyed my tenure with CTC, and am more than grateful for the encouragement you have given me in pursuing my professional and personal growth objectives.

If I can be of any assistance during this transition in order to facilitate the seamless passing of my responsibilities to my successor, please let me know. I would be glad to help however I can.

Regards,

Signature:

Date: 04/11/2020