

8<sup>th</sup> March, 2021

The Human Resource Manager,  
Background Check International,  
1 Adekunle Owobiyi Close,  
Off Nob-Oluwa Street,  
Ogba, Ikeja,  
Lagos.

Dear Sir,

LETTER OF RESIGNATION

Please accept this letter as my notice of resignation as Executive Trainee from Background Check International, effective from 26<sup>th</sup> March, 2021. The decision to resign was made without levity and after careful consideration. I made the decision at this time because it is the right step towards fulfilling my personal and professional goals.

I want to express my sincere gratitude to the entire management team and my colleagues for a rewarding employment experience. The associations I have made during my employment here have been remarkable and will truly be memorable for years to come. The experience I have gained have greatly increased my wealth of knowledge both personally and professionally.

I hope that this notice is sufficient for you to find a replacement for me. I will also be working towards wrapping up my ongoing projects and getting my affairs in order to make the transition process as smooth as possible. Please let me know what you expect of me during this period so that the process can be completed to your satisfaction.

Thank you very much for your support, understanding and the opportunity to work here.

Sincerely,



Oluwafeyikemi Osunfisan

Received and Accepted.  
Emmanuel Adedokun  
HR  
19th March 2021