

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Manager's Name]
BNSF Railway
[Company Address]
[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally resign from my position at BNSF Railway, effective [last working day, typically two weeks from the date above]. I have appreciated the opportunity to work with a dedicated team and contribute to [mention any specific projects or experiences]. I am grateful for the support and guidance I have received throughout my time here.

I am committed to ensuring a smooth transition and will gladly assist in any way to help during this process. Please let me know how I can help during this transition period.

Thank you once again for the opportunity to be part of BNSF Railway. I look forward to staying in touch and wish everyone continued success.

Sincerely,
[Your Name]