

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally resign from my position as [Your Job Title] with [Company's Name], effective [Last Working Day, typically two weeks from the date above].

I have greatly enjoyed my time working at [Company's Name] and am grateful for the opportunities to develop my skills, particularly in QR code scanning technologies. However, I have decided to pursue [brief reason for leaving, e.g., a new opportunity, personal reasons, etc.]. Thank you for your support and guidance during my tenure. I hope to stay in touch and wish the company continued success.

Sincerely,
[Your Name]