



Vikramaditya Prasad <vikramadityaprasad1@gmail.com>

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## Resignation Letter

3 messages

**Vikramaditya Prasad** <vikramadityaprasad1@gmail.com>

Thu, 24 Apr at 3:28PM

To: <padam.agrawal@jmsmining.com>

Cc: <sajal.sarkar@jmsmining.com>, <sangarab.chatterjee@jmsmining.com>, <madhurima.moitra@jmsmining.com>

Dear Sir/Mam

I hope this message finds you well. I am writing to formally resign from my position as Office Associate Grade-II at JMS Tilaboni Private limited effective from the date of the email.

This decision was not easy and comes after careful consideration of my personal and professional goals. I want to express my sincere gratitude for the opportunities, guidance, and support I have received during my tenure with the company.

Please let me know if there are any formalities I need to complete from my end. I will do my best to ensure a smooth transition in any way I can.

Thank you once again for everything.

Warm regards,

Vikramaditya Prasad

Employee ID- J3458

+91-6203871760

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**Kuntali Mitra** <kuntali.mitra@jmsmining.com>

Mon, 28 Apr at 6:51PM

To: Vikramaditya Prasad <vikramadityaprasad1@gmail.com>

Cc: Padam Naresh Agrawal <padam.agrawal@jmsmining.com>, Sajal Sarkar <sajal.sarkar@jmsmining.com>, Panchanan Mohanty <pmohanty@jmsmining.com>, Sangarab Chatterjee <sangarab.chatterjee@jmsmining.com>, Abhipsa Roy <abhipsa.roy@jmsmining.com>

Dear Mr. Prasad,

As discussed with you, it has been understood that you are not willing to serve the one-month notice period as required from your date of resignation. As per company policy, you are therefore requested to pay one month's basic salary which is 16,500/- (Sixteen Thousand Five Hundred Only) as notice pay.

Please find the attached bank details for processing the payment.

Kindly share the screenshot of the payment once it has been completed.

Regards  
Kuntali

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**From:** Sangarab Chatterjee <[sangarab.chatterjee@jmsmining.com](mailto:sangarab.chatterjee@jmsmining.com)>  
**Sent:** Thursday, April 24, 2025 3:30 PM  
**To:** HR Operations <[hroperations@jmsmining.com](mailto:hroperations@jmsmining.com)>  
**Subject:** Fw: Resignation Letter

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**From:** Vikramaditya Prasad <[vikramadityaprasad1@gmail.com](mailto:vikramadityaprasad1@gmail.com)>  
**Sent:** Thursday, April 24, 2025 3:28:59 PM  
**To:** Padam Naresh Agrawal <[padam.agrawal@jmsmining.com](mailto:padam.agrawal@jmsmining.com)>  
**Cc:** Sajal Sarkar <[sajal.sarkar@jmsmining.com](mailto:sajal.sarkar@jmsmining.com)>; Sangarab Chatterjee <[sangarab.chatterjee@jmsmining.com](mailto:sangarab.chatterjee@jmsmining.com)>; Madhurima Moitra <[madhurima.moitra@jmsmining.com](mailto:madhurima.moitra@jmsmining.com)>  
**Subject:** Resignation Letter

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[Quoted text hidden]

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Bank details current (1) (1).jpeg

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**Vikramaditya Prasad** <[vikramadityaprasad1@gmail.com](mailto:vikramadityaprasad1@gmail.com)> Tue, 29 Apr at 5:08 PM  
To: Kuntali Mitra <[kuntali.mitra@jmsmining.com](mailto:kuntali.mitra@jmsmining.com)>  
Cc: Padam Naresh Agrawal <[padam.agrawal@jmsmining.com](mailto:padam.agrawal@jmsmining.com)>, Sajal Sarkar <[sajal.sarkar@jmsmining.com](mailto:sajal.sarkar@jmsmining.com)>, Panchanan Mohanty <[pmohanty@jmsmining.com](mailto:pmohanty@jmsmining.com)>, Sangarab Chatterjee <[sangarab.chatterjee@jmsmining.com](mailto:sangarab.chatterjee@jmsmining.com)>, Abhipsa Roy <[abhipsa.roy@jmsmining.com](mailto:abhipsa.roy@jmsmining.com)>



I have transferred the money.

PFA screenshot of the same

Best Regards

[Quoted text hidden]