



Re: Resignation Announcement

From Ajay Khatri <ajay.khatri@innoverdigital.com>

Date Tue 1/7/2025 3:44 PM

To Simran Jaiswal <simran.jaiswal@innoverdigital.com>

Cc Alice John <alice.john@innoverdigital.com>; Mallika Chakravarti <mallika.chakravarti@innoverdigital.com>; Nelson Anthony Dass <nelson.dass@innoverdigital.com>; Parvati Eppili <parvati.eppili@innoverdigital.com>; Mohammed Sadique Amin <sadique.amin@innoverdigital.com>; IT Support <itsupport@innoverdigital.com>; Admin Kolkata <adminkolkata@innoverdigital.com>

Hello Simran,

I am writing to formally acknowledge the receipt of your resignation letter, dated 04/01/2025, and to confirm the acceptance of your resignation from your position as Customer Service Representative at Innover Digital, effective 04/01/2025. While we regret to see you leave, we fully understand and respect your decision.

Please ensure that all outstanding tasks and responsibilities are appropriately handed over.

We wish you all the best in your future endeavors and trust that you will find continued success in your professional journey. Should our paths cross again, we would welcome the opportunity to work with you once more.

Thanks & Regards,

Ajay Kumar Khatri

Team Leader

Innover Digital

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From: Simran Jaiswal <simran.jaiswal@innoverdigital.com>

Sent: Saturday, January 4, 2025 12:48 AM

To: Nelson Anthony Dass <nelson.dass@innoverdigital.com>

Cc: Alice John <alice.john@innoverdigital.com>; Ajay Khatri <ajay.khatri@innoverdigital.com>; Mallika

Chakravarti <mallika.chakravarti@innoverdigital.com>

Subject: Resignation Announcement

Hi Nelson,

I hope this email finds you well. I am writing to formally resign from my position due to the recent passing of my grandfather. I now need to take time to look after my family during this difficult period.

Additionally, my family has expressed concerns about the impact of the hardcore night shifts on my health, and they are not supportive of me continuing under these circumstances.

It has been a privilege to work alongside such a talented and dedicated team, and I am truly grateful for the opportunities and experiences I have had during my time here.

Please let me know if there are any further steps I need to take during this transition.

Thank you once again for your support and understanding.

Best regards,

Simran Jaiswal