



Sunny Kalburgi <careers@jhamtani.com>

Resignation from the post HR Manager

3 messages

careers@jhamtanigroup.com <careers@jhamtani.com>

Tue, Mar 25, 2025 at 7:12 PM

To: Anup Jhamtani <md@jhamtani.com>, Meenakshi Jhamtani <meenakshi@jhamtani.com>

Cc: Rohit Kende <hr@jhamtani.com>, sunny.kalburgi@yahoo.com

Dear Sir and Ma'am,

I am writing to formally resign from my position as HR Manager at Jhamtani, with my resignation effective today, March 25th, 2025. My last day of employment will be May 9th, 2025. I am providing 45 days' notice to facilitate a smooth handover of my responsibilities.

I am incredibly grateful for the opportunity given to me to work here. I truly value the professional relationships I've developed during my time at Jhamtani. It has been a pleasure to work here, and I hope I have consistently upheld the highest standards of ethics and professionalism in my role.

Thank you for the support and opportunities you've provided me over the past seven years. I have genuinely enjoyed my time with Jhamtani.

I shall extend my further support whenever there would be any requirement.

Sincerely,

**Sunny Kalburgi**

Manager HR

Mobile: 8380082266**Email:** careers@jhamtani.com

Sr No 17/2, Jhamtani House, Opp "D" ward PCMC, Rahatani, Pune 411017

jhamtani.com

Meenakshi Jhamtani <meenakshi@jhamtani.com>

Fri, Mar 28, 2025 at 11:03 AM

To: "careers@jhamtanigroup.com" <careers@jhamtani.com>

Cc: Anup Jhamtani <md@jhamtani.com>, Rohit Kende <hr@jhamtani.com>, sunny.kalburgi@yahoo.com

Dear Sunny,

Your resignation is accepted. As per the policy you have to serve notice period of 3months till 24th June 2025 and handover your responsibilities to the one who is assigned in your place by the company.

Thanks

**Meenakshi Jhamtani**

Executive Director

Aundh - Ravet BRTS Rd, Sunshine Villas, Rahatani, Pimpri-Chinchwad,
Maharashtra, Pune, 411027

jhamtani.com/

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**careers@jhamtanigroup.com** <careers@jhamtani.com>

Thu, Apr 24, 2025 at 1:08 PM

To: Meenakshi Jhamtani <meenakshi@jhamtani.com>

Cc: Chaitanya Panchpor <chro@jhamtani.com>, Rohit Kende <hr@jhamtani.com>, sunny.kalburgi@yahoo.com

Dear Ma'am,

Thank you for accepting my resignation.

As per instructions from Mr. Chaitanya, Head HR, I have already begun the handover of my responsibilities to Mr. Rohit Kende. Given the progress, I believe that two salary cycles should provide him with sufficient time to fully grasp the processes and complete the handover process.

Therefore, I would greatly appreciate it if my release date could be set for May 12th, 2025.

Thank you,
Sunny Kalburgi

**Sunny Kalburgi**

Manager HR

Mobile: 8380082266**Email:** careers@jhamtani.com

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