

Handing in Notice

Subject: Handing in Notice

From: Laura Bennett <laura.bennett@ransquawk.com>

Date: 26/06/2018, 15:26

To: Aubrey Hayward <aubrey.hayward@ransquawk.com>, Jason Earl <jason.earl@ransquawk.com>, George Eaton-Busfield <george@g-cv.com>

Hi All

Some happy and sad news to give I am afraid. I have been offered a job position which is too good to turn down so please take this email as me officially handing in my notice.

Thank you for the opportunity that you gave me here at RANSquawk. I have really enjoyed being apart of this team and will be very sad to say goodbye.

I will obviously ensure there is a smooth handover for all my roles and responsibilities and assist Aubrey in finding a replacement.

I understand that my contract stipulates 3 months notice period. If possible I would ask to take this down to near 2 months with me ending on 22nd August as I have holiday booked from then until 3rd September. I could then start my new role at the beginning of Sept.

Kind Regards

Laura

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