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6/28/2021
Starbucks
Barista
94 Old Short Hill Rd
Livingston, NJ 07093

Dear, Mrs. Jessica Hartman

I am writing to notify you of my resignation from my position as Barista at Starbucks. My last day will be July 2, 2021. Please let me know how I can be of service during my final week at Starbucks. I am more than happy to train an incoming employee, or assist with the transition in any other way. Thank you for all of the professional opportunities you have provided me over the past year. I wish you and the company all the best.
Regards,

Dyneeka McPherson