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**RESIGNATION LETTER REQUEST**

**طلب إستقالة**

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| **Date** | 10/21/202 | **التاريخ** |
| **Name** | SEEM ZARAGOZA MARTINEZ | **الاسم** |
| **Position**  | BARISTA SUPERVISOR | **المسمى الوظيفي** |
| **Department**  | FOOD AND BEVERAGE | **القسم** |
| **Employee ID** | 120094 | **الرقم الوظيفي** |

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| Please kindly agree to accept my resignation from work for the following reasons: I already finish my contract since last year February at this time I want to move out in the company that I need to look my future career outside the kingdom of Saudi Arabia, I hope you understand my final decision. THANK YOU SO MUCH | أرجو التكرم بالموفقة على قبول إستقالتي من العمل وذلك للأسباب التالية: |

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| **الموظف****EMPLOYEE** |
| SEEM ZARAGOZA MARTINEZ | **الاسم:** |
|  | **التوقيع:** |
| 10/02/2021 | **التاريخ:** |

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| **عدم قبول اللإستقالة****Reject Resignation** | **قبول الإستقالة****Accept Resignation**  |
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**حالة المنصب** **THE POSITION STATUS**

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| Vacantشاغر  | Merged دمج  | Replacedاُستبدل  | Eliminatedحُذف  |
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| **المدير المباشر****DIRECT MANAGER** | **مدير القسم****DEPARTMENT HEAD**  | **الموارد البشرية****HUMAN RESOURCE** |
|  | الاسم: |  | الاسم: |  | الاسم: |
|  | التوقيع: |  | التوقيع: |  | التوقيع: |
|  | التاريخ: |  | التاريخ: |  | التاريخ: |