

Cheryl A. Cross
PO Box 23
Girard, PA 16417

July 22, 2016

Del Vonvolkenburg
Facilities supervisor
Erie County Technical School
8500 Oliver Road
Erie, PA 16509

Dear Del,

Please accept this letter as notice of my resignation from my position as custodian. My last day of employment will be Friday, August 5, 2016.

I have received an offer of full-time employment and, after careful consideration, I realize that this is an opportunity that I cannot decline.

It has been a pleasure working at ECTS for the past 11 years. Having started out with absolutely no idea about the care of a school building over the course of a year, I am leaving my position here with a total appreciation of the hard work and skill it takes to keep everything clean and shiny and running smoothly on a daily basis.

Del, I thank you, Dr. Aldo Jackson, the faculty and staff, my fellow custodians and the members of the Joint Operating Committee for allowing me the pleasure of working at the Erie County Technical School.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl A. Cross". The ink is dark and the signature is fluid, with a large initial 'C'.

Cheryl A. Cross

Cc: Natalie Fatica, Human Resources