

Travis Woodburn
915 W 2nd Street Apt. 1
PA, 16507

5/4/2023

Erie County Technical School
8500 Oliver Road
Erie, PA 16509

To Whom It May Concern:

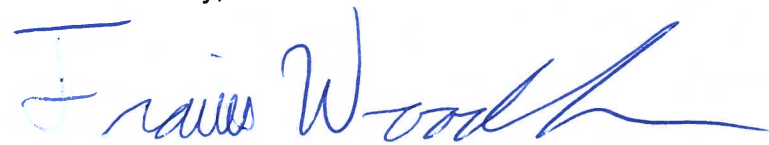
Please accept this letter as formal notice of my resignation from my position as Community Engagement and Enrollment Coordination at The Erie County Technical School. My last day of employment will be June 8th, 2023.

Thank you for giving me the opportunity to work in this position for the past year. I have thoroughly enjoyed working here and appreciate all of the opportunities you have given me. However, I have decided it is time for me to move on to my next challenge in Pittsburgh, Pennsylvania.

I would like to do anything I can to help with the transition, including wrapping up my responsibilities and training other team members. If I can be of any other assistance during this time, please let me know.

Thank you again for the opportunity, and I wish the Erie County Technical School all the best for the future.

Yours sincerely,

A handwritten signature in blue ink that reads "Travis Woodburn". The signature is fluid and cursive, with a long horizontal stroke at the end.

Travis Woodburn