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LATEST NEWS FROM TYGES INTERNATIONAL- AEROSPACE & DEFENSE BUSINESS UNIT

Resigning Gracefully

By: Andrew Beccue- VP/GM of TYGES Aerospace & Defense

Thank you, as always, for your subscription to our monthly newsletter.

Let's hope that spring might finally be on its way! This month we want to make you aware of the importance of resigning gracefully when you leave your current employer. When you leave, you will need to write a letter of resignation. Be sure to be polite, discreet, and mature in your resignation. You never know when advice, a recommendation, or even a job might be needed from your current employer. You also never know where people from your current place of employment may end up working in five or ten years' time. To help you construct a brief, concise note, here are a few tips:

- Write your letter directly to your current supervisor, not to the Human Resources department.
- Get right to the point in your resignation letter. You need not mention your reason for leaving or the name of your new employer. Be sure to avoid expressing any negative feelings. If you think it is important to express your negative experiences, do it face to face, not in writing.
- If you decide to state a reason for leaving, you could mention the position is a better fit with your personal preference or career goals.
- Be sure to indicate your last date of employment. Two weeks notice is a common courtesy. Cooperate fully in handing over files, documents, projects, and clients you are working with prior to leaving.
- The job resignation letter should also contain thanks to your employer for training and other opportunities. Thank your colleagues for what you have learned from them. Accentuate the positives- find something good to say.

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Sample letter of resignation:

Date **(Important)**

Dear **(Direct Supervisor)**:

Please accept this letter as my formal resignation as **(title)** for **(company)** to become effective as of **(your last day of employment)**.

I'd like to take this opportunity to thank you for your time and efforts in my training and advancement during the past **(timeframe)**. The support and concern shown by you and the rest of the management team has been deeply appreciated.

I leave **(company)** with no animosity or ill will, and wish you and your company continued success.

My decision is irrevocable and any counteroffers extended by you and / or **(company)** will be rejected.

Sincerely,

(Your Name)

Available Impact Players:

◆ **General Manger / Senior Vice President:** Successful Corporate and Military executive with extensive international experience, financial acumen and technical prowess. Has full company P&L responsibilities; responsible for all strategic and business operations to include front-end business and defense-specific manufacturing plant operations.

◆ **Manufacturing Operations Leader:** Responsible for all aspects of manufacturing including planning, procurement, supply chain management, manufacturing, quality and shipping. Providing leadership and direction for conversion from batch to Lean flow manufacturing. Adept in implementing sustainable continuous improvement programs, but also, improving and quality systems, reducing costs; product transfer and generating sustained margin/EBITA gains. Very skilled at optimizing manufacturing footprint; mentoring and developing employees and managing supplier relationships. Responsible for contract negotiations, capital project management and application of Lean manufacturing principles.

◆ **Systems Engineer (EO-IR Technology):** Design, development, Modeling & Simulation and analysis of systems in Electronics, RADAR, E/O, hardware, schematics, interfacing, networking, manufacturing, software, Reliability, Test and Evaluation and Quality Assurance practices. Applying knowledge to build, integrate, test, operate, program or troubleshoot systems.

Contact Andrew Beccue for more information on what this incredible candidate can bring to your organization.

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