

Letter of advance notice of resignation

To: (employer's name)

Date ¹:

Topic: end of employment – resignation letter

I am, _____², passport number _____³

Due to : _____⁴

informing you of the termination of my employment at your company on.....⁵, under section 12 of the employment agreement, and following the provisions of the Law on Advance Notice for Layoffs and Resignations (2001).

I hereby ask the company to kindly arrange all remaining payments in accordance with Israeli law.

Signed by _____⁶

¹ The date when the letter is submitted

² Your full name

³ Your passport number

⁴ Reason for resignation

⁵ Write the last day of your work (of the advance notice)

⁵ Reason for resignation

⁵ Write the last day of your work (of the advance notice)

⁶ Put your signature here

离职通知书

致：（人力公司名字）

日期¹:

关于：终止劳动关系——辞职信

本人, _____², 护照号码 _____³

因： _____⁴

根据以色列劳动合同第 12 条，并遵循《辞退和离职提前通知法》(2001 年) 的规定，特此提出，我将于 _____⁵ 终止与贵公司的劳动关系。

届时请公司依据以色列相关法律在解除劳动关系时，安排支付所有剩余工资，并请办理相关的离职档案转移手续。

本人签名： _____⁶

备注：

¹ 发送离职通知书日期

² 您的姓名

³ 护照号码

⁴ 离职原因

⁵ 计划离职日期

⁶ 签名

