

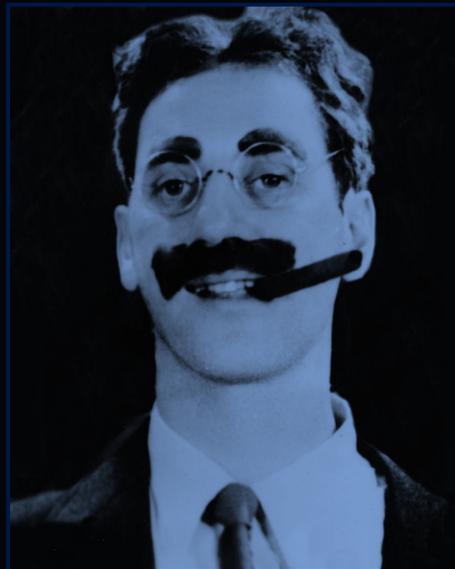
I'm not discriminating against you,
merely pointing out that the job
requires some heavy lifting,
and you are unfeasibly tiny

FON

force of nature

A Look At

Writing an Excellent Departure Letter



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Justification for Departure is Necessary

Before departing from employment, proper « *justification* » for departure will need to be formulated in order to qualify for government benefits.

Departing from employment can be tricky, especially if one needs a steady stream of money after departure.

The trick is to depart without losing unemployment benefits, should they become necessary.

Perhaps « *justification* » should be included in the departure letter in order to set the record straight.

Justification No 1 — Departing for Another Job

An employee may decide to depart for another job, only to find that the promised employment has been delayed or even cancelled.

The new job does NOT have to be an absolute certainty.

However, simply being made aware of openings, and being hopeful of finding other employment, is NOT proper « *justification* ».

The employee must have already approached the new employer and accepted the conditions of employment.

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Justification No 2 — Changes in Work Duties

An employee can be « *justified* » to depart when the employer unilaterally imposes substantial and excessive changes in the work duties that were not agreed upon at the time of employment or in a contract.

This can be especially true if the changes lead to a decrease in wages.

There should be a clause in the employee's contract or agreement that addresses this issue, as seen in the following example —

[Adapted from GCSAA, 1996-2007 — Contract.]

<< *The employee shall not be reassigned from the position of employee to another position without employee's written consent.* >>

Justification No 3 — Bad Practices

Anyone can object to practices in the work-place that VIOLATE THE LAW, or that contradict established business principles.

Departure can be « *justifiable* » in cases where the BAD PRACTICES have been proven, or where it is believed that the employer's activities were ILLEGAL.

An attempt could be made to discuss the practices with the employer.

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A Famous Statement of Departure

Arguably THE MOST FAMOUS DEPARTURE LETTER involved the resignation of Richard Milhous Nixon, the thirty-seventh President of the United States (1969–1974), presented on the morning of August 9th, 1974.

Nixon's departure letter was short and sweet —

<< I hereby resign the Office of President of the United States. >>

However, many people are unaware that twelve years earlier, in 1962, Nixon had DEPARTED from public life altogether.

On November 8th, 1962, after losing the election for the position of Governor of California, Nixon felt that that he had gotten a raw deal from the media.

Although he submitted no departure letter, the words uttered by Nixon during his « *final* » press conference were priceless — [*New York Times*, 1962.]

<< I leave you gentleman now, and you will write it.

You will interpret it.

That's your right.

But as I leave you I want you to know — just think how much you're going to be missing.

You won't have Nixon to kick around anymore, because, gentlemen, this is my last press conference, and it will be one in which I have welcomed the opportunity to test wits with you. >>

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I quit !



