

Interview Invitation for Assistant Professor Position

Dear [Candidate's Name],

We are pleased to inform you that you have been selected for an interview for the Assistant Professor position in the [Department Name] at [University Name]. We were impressed with your application and believe your qualifications align well with our departmental needs.

Your interview is scheduled for [Date] at [Time] (Timezone). It will be conducted via [Zoom/Skype/In-person] at [Location/Link]. The interview panel will include [Names and Titles of Panel Members].

Please confirm your availability for this date and time. Should you have any questions or require further information, do not hesitate to reach out.

We look forward to speaking with you soon.

Best regards,

[Your Name]
[Your Position]
[Department Name]
[University Name]
[Contact Information]