

Dear [Applicant's Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for the time you dedicated during the interview process. We appreciate the effort you put into your application and the insights you shared with us.

After careful consideration, we regret to inform you that we have decided to pursue other candidates for this position. This decision was not an easy one, as we received many applications from talented individuals, including yourself.

Please know that your skills and experiences are impressive, and we encourage you to apply for future openings that align with your career goals. We genuinely appreciate your interest in our organization and wish you the best of luck in your job search.

Thank you once again for your understanding.

Sincerely,  
[Your Name]  
[Your Job Title]  
[Company Name]