

Interview Expectations

Dear [Applicant's Name],

Thank you for applying for the [Job Title] position at [Company Name]. We are pleased to invite you for an interview.

Interview Details:

- **Date:** [Interview Date]
- **Time:** [Interview Time]
- **Location:** [Interview Location]/[Virtual Link if applicable]

What to Expect:

During the interview, you will:

- Meet with [Interviewer's Name(s)]
- Discuss your qualifications and experiences relevant to the role
- Participate in a skills assessment (if applicable)
- Have the opportunity to ask questions about the company and the position

Preparation Tips:

- Review the job description and our company values.
- Prepare examples of your past work that illustrate your skills.
- Think about questions you might have for us.

We look forward to meeting you and learning more about your fit for the [Job Title] position.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]