

Job Offer Rejection Letter

Dear [Hiring Manager's Name],

Thank you very much for offering me the position of [Job Title] at [Company Name]. I appreciate the time and effort you and your team invested in the interview process.

After careful consideration, I have decided to decline the offer. This was not an easy decision, as I have a great respect for the company and its mission. However, after weighing my options, I feel that it is in my best interest to pursue a different opportunity that aligns more closely with my career goals.

I am grateful for the opportunity to learn more about [Company Name], and I hope we may cross paths in the future. Thank you once again for your understanding.

Best regards,

[Your Name]

[Your Contact Information]