

Interview Scheduling Details

Dear [Candidate's Name],

Thank you for your interest in the [Job Title] position at [Company Name]. We are pleased to inform you that you have been selected for an online interview.

Interview Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time] [Insert Time Zone]
- **Platform:** [Zoom/Google Meet/Other]
- **Meeting Link:** [Insert Meeting Link]
- **Meeting ID:** [Insert Meeting ID, if applicable]
- **Password:** [Insert Password, if applicable]

Please ensure that you have a stable internet connection and a quiet space for the interview. If you have any questions or need to reschedule, feel free to contact us at [Contact Information].

We look forward to speaking with you!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]