

Interview Schedule Confirmation

Dear [Applicant's Name],

Thank you for your application for the [Job Title] position at [Company Name]. We are pleased to invite you to an interview to discuss your qualifications and the opportunity further.

Your interview is scheduled for:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location/Virtual Link]

Please confirm your availability for this date and time. If you have any questions or need to reschedule, feel free to reach out to us at [Contact Information].

We look forward to meeting you.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Company Phone Number]

[Company Email]