

Job Application Rejection Letter

Date: [Insert Date]

Applicant's Name:

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

Thank you for your interest in the [Job Title] position at [Company Name]. We appreciate the time you invested in the interview process and for sharing your qualifications with us.

After careful consideration, we regret to inform you that we will not be moving forward with your application for this managerial role. This decision was challenging due to the number of qualified candidates we had for this position.

We encourage you to apply for future openings that match your skills and experience, as we were impressed by your background and accomplishments.

We wish you all the best in your job search and future professional endeavors.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]