

Subject: Request for Availability for Interview

Dear [Candidate's Name],

We hope this message finds you well. We are pleased to inform you that you have been shortlisted for the [Job Title] position at [Company Name]. We would like to invite you for an interview to discuss your application further.

Please provide us with your availability for the following dates and times:

- [Date 1, Time 1]
- [Date 2, Time 2]
- [Date 3, Time 3]

If none of the suggested times work for you, please let us know your availability, and we will do our best to accommodate.

Thank you for your interest in joining our team. We look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]