

# Internal Job Application Rejection

Dear [Employee's Name],

Thank you for your application for the [Job Title] position within [Department/Team]. We appreciate your interest in advancing your career with us and commend your dedication to [Company Name].

After careful consideration, we regret to inform you that we have decided to move forward with another candidate for this position. This decision was challenging, given the high caliber of applicants, including yourself.

We value your contributions to [Company Name] and encourage you to continue pursuing your professional development. We believe there will be more opportunities in the future that align with your skills and aspirations.

If you would like feedback on your application or discuss future opportunities, please feel free to reach out. We are here to support your career growth.

Thank you once again for your interest and understanding.

Sincerely,  
[Your Name]  
[Your Job Title]  
[Company Name]