

Acknowledgment of Participation in Candidate Recruitment

[Date]

[Candidate's Name]

[Candidate's Address]

[City, State, Zip Code]

Dear [Candidate's Name],

We would like to extend our sincere gratitude for your participation in the recruitment process for the [Job Title] position at [Company Name]. Your time and effort in sharing your qualifications and experiences with us are truly appreciated.

We are currently in the process of reviewing all applications and conducting interviews. We recognize that this is an important step in your career, and we assure you that we will keep you informed regarding the status of your application.

Thank you once again for your interest in joining our team. Should you have any questions, please feel free to reach out to us at [Contact Information].

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]