

Job Application Confirmation

Date: [Insert Date]

Dear [Applicant's Name],

We are pleased to confirm that we have received your job application for the position of [Job Title] at [Company Name]. We appreciate your interest in joining our team.

As part of our application process, we would like to remind you of our bonus criteria:

- Demonstration of relevant skills and experience in your application.
- Submission of a well-structured resume and cover letter.
- Participation in preliminary assessments if applicable.

We will review your application and notify you of the next steps in the selection process. Thank you once again for your interest in [Company Name].

Best regards,
[Your Name]
[Your Job Title]
[Company Name]
[Contact Information]