

Dear [Applicant's Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for taking the time to interview with our team. We appreciate the effort you put into your application.

After careful consideration, we regret to inform you that we will not be moving forward with your application. While we were impressed with your qualifications, we have determined that your skills and experience do not fully align with the requirements of the position.

We encourage you to apply for future openings that you feel match your skill set more closely. Thank you again for your interest in [Company Name]. We wish you the best in your job search and future endeavors.

Sincerely,

[Your Name]
[Your Job Title]
[Company Name]
[Contact Information]