

Interview Invitation for Customer Service Representative Position

Dear [Candidate's Name],

We are pleased to inform you that you have been selected for a second interview for the Customer Service Representative position at [Company Name]. We were impressed with your skills and experiences shared during the first interview and would like to explore your candidacy further.

Details of the second interview are as follows:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location / Virtual Meeting Link]

The interview will be conducted by [Interviewer's Name and Position], and will last approximately [duration]. Please prepare to discuss your previous experiences and how they relate to the role.

Kindly confirm your availability for the scheduled interview by replying to this email.

Thank you for your continued interest in joining our team at [Company Name]. We look forward to speaking with you again.

Best regards,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]