

Thank You for Your Interview

Dear [Candidate's Name],

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

After careful consideration, we regret to inform you that we have chosen to move forward with another candidate for this position. This was a difficult decision given the number of qualified applicants we had, and we were impressed with your background and experience.

We encourage you to apply for future openings that align with your skills and interests, as we would like to keep your resume on file for future opportunities.

Thank you once again for your time and interest in [Company Name]. We wish you the best of luck in your job search and future professional endeavors.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]