

Dear [Applicant's Name],

Thank you for your interest in the [Job Title] position at [Company Name]. We appreciate the time and effort you devoted to the interview process.

After careful consideration, we regret to inform you that we have chosen to proceed with another candidate who more closely aligns with the qualifications we are seeking for this role.

We encourage you to apply for future openings that match your skills and experience, as we were impressed by your background and accomplishments.

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

Sincerely,

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