

Internal Position Application Feedback

Dear [Employee's Name],

Thank you for your application for the [Position Title] position within [Department]. We appreciate your interest in advancing your career with us.

After careful consideration, we regret to inform you that we have decided to move forward with another candidate who more closely matches the qualifications we are seeking for this role.

We encourage you to continue pursuing development opportunities within the company and to apply for future openings that align with your career goals.

Thank you once again for your interest, and we wish you the best in your current role.

Sincerely,
[Your Name]
[Your Job Title]
[Company Name]