

Response to Internal Role Application

Dear [Applicant's Name],

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

After reviewing your application and qualifications, we have decided to proceed with other candidates for this role. However, we were impressed with your skills and experience.

We encourage you to apply for future opportunities that align with your career goals. Please feel free to reach out if you would like feedback on your application.

Thank you once again for your interest in [Company Name].

Best regards,
[Your Name]
[Your Job Title]
[Company Name]