

Update on Temporary Work Recruitment

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. We are writing to provide you with an update regarding the temporary work recruitment process.

As of today, we have successfully completed the initial screening of applications and have shortlisted candidates for interviews. We appreciate your patience during this process.

The interviews are scheduled to take place from [Insert Start Date] to [Insert End Date]. Candidates will be notified of their interview time via email.

Thank you for your continued support and understanding. If you have any questions or require further information, please do not hesitate to contact us.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]