

Interview Confirmation

Dear [Candidate's Name],

We are pleased to confirm your virtual interview for the [Job Title] position at [Company Name]. Below are the details:

- **Date:** [Date]
- **Time:** [Time] [Time Zone]
- **Platform:** [Zoom/Skype/Teams]
- **Meeting Link:** [Insert Link]
- **Duration:** Approximately [Duration]

Please ensure you have a stable internet connection and a quiet environment for the interview. If you have any questions, feel free to reach out.

We look forward to speaking with you!

Best regards,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]