

Interview Invitation

Dear [Candidate's Name],

We are pleased to invite you for an interview for the position of Visitor Services Manager at [Museum Name]. Your background and experience impressed us, and we are excited to discuss your potential contributions to our team.

Interview Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Museum Address]
- **Duration:** Approximately [Insert Duration]

Please confirm your availability for this time. If you have any questions or need to reschedule, do not hesitate to reach out.

We look forward to meeting you.

Sincerely,

[Your Name]
[Your Title]
[Museum Name]
[Contact Information]