

Interview Confirmation

Dear [Candidate's Name],

We are pleased to inform you that you have been shortlisted for an interview for the [Job Title] position at [Company Name]. Below are the details of your interview:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Office Address or specify if it's a virtual interview]
- **Interviewers:** [Names and titles of interviewers]

Please confirm your availability for this time slot. If you have any questions or need assistance, feel free to reach out.

We look forward to meeting you!

Best Regards,

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