

# Job Interview Invitation

Dear [Candidate's Name],

We are pleased to inform you that you have been selected for an interview for the Executive position at [Company Name]. We were impressed with your qualifications and experience.

Please find the details of your interview below:

- **Date:** [Interview Date]
- **Time:** [Interview Time]
- **Location:** [Company Address or Virtual Link]
- **Interview Panel:** [Names of Interviewers]

We appreciate your interest in joining our team and look forward to discussing your candidacy further.

Please confirm your attendance by responding to this email.

Best regards,

[Your Name]  
[Your Job Title]  
[Company Name]  
[Contact Information]