

# Job Interview Invitation

Dear [Candidate's Name],

We are pleased to inform you that your application for the Sales Role at [Company Name] has been shortlisted. We would like to invite you for an interview to discuss your qualifications and experience further.

## Interview Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Address or Virtual Meeting Link]

Please confirm your availability by responding to this email by [Insert Confirmation Deadline].

We look forward to meeting you.

Best regards,

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