

Invitation to Join Our Graduate Trainee Program

Dear [Candidate's Name],

We are pleased to inform you that you have been selected to participate in our Graduate Trainee Program at [Company Name]. Your skills and qualifications stood out during the selection process, and we believe you will be a valuable addition to our team.

The program will commence on [Start Date] and will run for [Duration]. You will have the opportunity to gain hands-on experience and develop your skills in a supportive environment.

Please confirm your acceptance of this invitation by [RSVP Date]. Further details regarding the orientation and onboarding process will be sent upon your confirmation.

We look forward to welcoming you to [Company Name]!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]