

Job Offer Rejection Letter

Date: [Insert Date]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Thank you very much for offering me the position of [Job Title] at [Company's Name]. I appreciate your consideration regarding the pension plan and the opportunities that come with it.

After careful consideration, I regret to inform you that I must decline the job offer. While the pension plan is appealing, I have decided to pursue an alternative opportunity that aligns more closely with my current career goals.

I want to express my gratitude for the offer and for the time you and your team invested throughout the interview process. I hope to keep in touch and wish [Company's Name] continued success in the future.

Thank you once again.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]