

Employer Rejection Letter After Interview

[Your Name]

[Your Title]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

I hope this letter finds you well. On behalf of [Your Company], I want to extend my sincere gratitude for taking the time to interview for the [Position Title] role. We were truly impressed by your qualifications, experience, and the thoughtful insights you shared during the interview process.

After careful consideration and review of all candidates, we regret to inform you that we have decided to proceed with another candidate for the [Position Title] position. Please understand that this decision was not made lightly and was based on a combination of factors, including the skills and experience required for the role, as well as the overall fit within our team and company culture.

We genuinely appreciate your interest in joining [Your Company] and want to assure you that your application was thoroughly reviewed and considered. Your accomplishments and background are impressive, and we have no doubt that you will find success in your future endeavors.

We will keep your resume on file for future opportunities that may arise within [Your Company]. If you're open to it, we may reach out to you should a suitable position become available that aligns with your skills and experience.

Once again, thank you for your interest in [Your Company] and for investing your time and effort in our interview process. We wish you the very best in your job search and in all your future professional pursuits.

Should you have any questions or wish to receive feedback on your interview, please don't hesitate to reach out to us.

Sincerely,

[Your Name]

[Your Title]

[Your Company]