Quick Message Confirmation for Virtual Interview

[Your Name]

Subject: Virtual Interview Confirmation
Dear [Interviewer's Name],
would like to confirm my virtual interview for the [Position Name] role scheduled on [Date] at [Time]
have ensured that my technology setup is ready for the meeting.
ooking forward to our conversation.
Best regards,

Get more templates here: https://www.lettersandtemplates.com/letters/interview-confirmation-letter