

Professional Interview Confirmation for Senior Position

Subject: Confirmation of Interview “ [Senior Position Name]

Dear [Interviewer's Name],

I am pleased to confirm my interview for the position of [Senior Position Name] at [Company Name] on [Date] at [Time]. I have reviewed the role requirements and am eager to discuss my experience and suitability for the position.

Please let me know if any additional materials are required prior to our meeting. Thank you for considering my application.

Sincerely,

[Your Name]

[Contact Information]

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