

Job Offer Rejection Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Employer's Name],

I hope this letter finds you well. I want to extend my sincerest gratitude for offering me the [Job Title] position at [Company Name]. I appreciate the time and effort you and your team invested in reviewing my application, conducting interviews, and considering me as a potential member of your organization.

After careful consideration and thoughtful reflection, I have decided to decline your generous job offer. This was not an easy decision, as I was genuinely impressed by [Company Name]'s mission, values, and the team I had the pleasure of meeting during the interview process.

However, circumstances have led me to reevaluate my career path and explore opportunities that align more closely with my long-term goals and aspirations. I believe that this decision will ultimately allow me to achieve the professional growth and development I am seeking at this point in my career.

I want to express my sincere gratitude for your understanding and support throughout this process. I hope that my decision does not cause any inconvenience, and I wish [Company Name] continued success in achieving its objectives and making a positive impact in the industry.

Thank you once again for your kind consideration and for extending the job offer. I am truly honored by your interest in having me as part of your team.

Wishing you all the best in your future endeavors.

Sincerely,

[Your Full Name]