

Formal Detailed Successful Interview Letter with Next Steps

Subject: Interview Success Notification and Onboarding Instructions

Dear [Candidate Name],

We are delighted to inform you that you have successfully passed the interview for the [Job Title] position at [Company Name]. Your skills and experience are a perfect match for our requirements. Please find attached the onboarding schedule, employment agreement, and other relevant documents. Kindly review and complete all necessary formalities. Our HR team will be available for any queries you may have.

Congratulations once again, and we look forward to your valuable contributions.

Sincerely,

[Your Name]

[Designation]

[Company Name]

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