

Polite Job Application Rejection Letter

Dear [Applicant Name],

Thank you very much for your interest in the [Position Name] at [Company Name]. After careful consideration, we regret to inform you that we will not be moving forward with your application at this time.

We sincerely appreciate the time and effort you put into applying and encourage you to apply for future opportunities that match your skills and experience. We wish you success in your career endeavors.

Kind regards,

[Your Name]

[Your Position]

[Company Name]

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