

Formal Rejection Letter

Subject: Interview Outcome

Dear [Candidate's Name],

Thank you once again for taking the time to interview for the [Job Title] position at [Company Name]. We truly appreciate the effort you put into the process and the opportunity to learn more about your qualifications.

After careful consideration, we regret to inform you that we have decided to move forward with another candidate whose experience more closely matches our current requirements. This was not an easy decision given the quality of applicants, including yourself.

We wish you every success in your job search and professional journey. Thank you again for your interest in [Company Name].

Sincerely,

[Your Name]

[Your Job Title]

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