

Dear [Applicant's Name],

Thank you for taking the time to interview for the [Job Title] position with us. We truly appreciate the effort you put into preparing and sharing your experiences and qualifications.

After careful consideration, we have decided to move forward with another candidate whose skills and experience more closely align with our current needs. Please know that this was a difficult decision due to the high quality of applicants, and it does not reflect on your capabilities.

We encourage you to continue pursuing your career goals and to view this experience as a valuable learning opportunity. Your skills and attributes are commendable, and we are confident that you will find the right opportunity soon.

Thank you once again for your interest in our company. We wish you all the best in your job search and future endeavors.

Kind regards,

[Your Name]

[Your Position]

[Company Name]