Applicant Rejection Letter – Interviewed



Date

Name

Address

City, State Zip

Dear (Insert Candidate Name):

Thank you for applying for the position of XXX. We have completed the resume and application review process for the position and have selected other applicants for interviews whose qualifications better match the requirements of this position.

Thank you again for contacting XXX about potential job opportunities and for taking the time to submit your credentials. I wish you success with your job search.

Sincerely,

Name

Title