

This **job applicant rejection letter template no interview** is designed to professionally inform candidates that their application will not proceed to the interview stage. It provides a clear and respectful way to communicate the decision, ensuring candidates feel acknowledged while maintaining the company's reputation for courteous and transparent communication throughout the recruitment process.

## **Job Applicant Rejection Letter Template (No Interview)**

Dear [Applicant Name],

Thank you very much for your interest in the [Job Title] position at [Company Name] and for the time you invested in submitting your application.

After careful consideration, we regret to inform you that we will not be moving forward with your application at this time. While we were impressed with your background and qualifications, we have decided to pursue other candidates whose experience and skills more closely match the requirements for this role.

We value your interest in [Company Name], and we sincerely appreciate the opportunity to review your application. We wish you success in your job search and your future professional endeavors.

Thank you again for considering a career with us.

Sincerely,

[Your Name]

[Your Position]

[Company Name]