

Sample Rejection Letter with Interview Performance Feedback

Dear [Candidate Name],

Thank you for taking the time to interview for the position of [Position Title] with [Company Name]. We appreciate your interest in joining our team and the effort you invested throughout the interview process.

After careful consideration, we regret to inform you that we have chosen to move forward with another candidate for this role. This decision was not easy, as we saw several strengths in your background and interview performance.

We would like to offer you some feedback from your interview, which we hope you will find helpful as you continue to grow professionally:

- **Strengths:** Your communication skills and enthusiasm for the role were evident. You presented your previous project experiences in a clear and concise manner, which greatly impressed the interview panel.
- **Areas for Improvement:** We encourage you to further develop your technical proficiency in [specific skill or technology], as this was a key requirement for the position. Additionally, providing more specific examples of how you handled challenging situations in past roles could strengthen your future interviews.

We sincerely appreciate your interest in [Company Name] and hope you will consider applying for future openings that match your skills and experience. Please feel free to reach out if you would like more detailed feedback or guidance regarding your interview performance.

We wish you continued success in your job search and all your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Company Name]