

Dear [Candidate Name],

Thank you for taking the time to interview for the position of [Job Title] at [Company Name]. We appreciate your interest in joining our team and the effort you put into the application process.

After careful consideration, we regret to inform you that we will not be moving forward with your application for this role. While we were impressed with your [mention specific strengths, e.g., enthusiasm, relevant experience in X], we felt that there are a few areas where you could further strengthen your profile for future opportunities:

- **Technical Skills:** We found that your experience with [specific skill/technology] was not as extensive as the requirements for this position. Building proficiency in this area through additional coursework or real-world projects could make a significant difference.
- **Interview Technique:** During the interview, we observed that your responses could be more structured. Practicing the STAR (Situation, Task, Action, Result) method can help provide clearer and more detailed answers.
- **Relevant Experience:** Gaining hands-on experience in [specific field, tool, or responsibility] would enhance your qualifications for future roles similar to this one.

We encourage you to apply again once you have had the chance to gain additional experience in these areas. We sincerely appreciate your interest in [Company Name] and wish you every success in your job search and future career.

Thank you again for considering [Company Name] as a potential employer.

Kind regards,

[Your Name]

[Your Position]

[Company Name]