

Empathetic Interview Rejection Letter Sample

Dear [Candidate Name],

Thank you very much for taking the time to interview with us for the **[Job Title]** position at **[Company Name]**. We appreciate the effort you put into your application and the opportunity to learn more about your background, experience, and aspirations.

After careful consideration, we regret to inform you that we have decided to move forward with another candidate whose qualifications more closely match our current needs. This was not an easy decision, as we were truly impressed with your skills and accomplishments.

We want to acknowledge the time and energy you dedicated to our hiring process. Your professionalism and enthusiasm for the role did not go unnoticed, and we genuinely appreciate your interest in being a part of our team.

While we cannot offer you a position at this time, we encourage you to apply for future opportunities with us that align with your experience. We will keep your details on file and reach out should any suitable positions arise.

Thank you again for considering **[Company Name]** as your next career step. We wish you every success in your job search and future endeavors.

Warm regards,

[Your Name]

[Your Position]

[Company Name]