

Sample Polite Rejection Letter Suggesting Other Opportunities

Dear [Applicant Name],

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

After careful consideration, we regret to inform you that we have chosen to move forward with another candidate whose qualifications more closely match the requirements of the role. This decision was not made lightly, as we were truly impressed with your experience and skills.

However, we believe your background could be a great fit for other current or future opportunities within our organization. I encourage you to regularly visit our [careers page](#) and apply for other roles that suit your skills and interests. Should you have any questions about open positions, please feel free to reach out to us directly.

We appreciate your interest in joining [Company Name] and wish you the very best in your job search and future endeavors.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]