

(Please, replace the Workly logo with your company’s logo)

THANK YOU FOR YOUR INTEREST!

Hello *[Name]*,

Thank you for taking the time to apply for the *[Insert Position Name]* with *[Company Name]*. We were glad to have many well-qualified candidates submit their resumes for the same position position.  After careful consideration, we regret to inform you that we will not be moving your candidacy forward in the recruiting process at this time.

Please accept our best wishes in your job search and thank you for your interest in *[Company Name]*

Cheers,

*[Sign Name]*