

Subject: Regarding your application for [Job Title]

Dear [Candidate Name],

Thank you for taking the time to meet with us to discuss the [Job Title] position. We were very impressed with your background, extensive experience, and the expertise you have developed throughout your career.

After careful consideration, we have decided not to move forward with your candidacy at this time. While your qualifications are exceptional, we believe your level of experience and professional standing exceed the scope and responsibilities of this specific role.

Furthermore, based on our discussion regarding salary expectations, there is a significant gap between our budgeted range for this position and your requirements. We want to ensure that any candidate we hire finds the role both financially and professionally rewarding in the long term, and we feel we cannot meet those needs for this particular opening.

We will keep your resume on file should a more senior position that aligns with your expertise and salary expectations become available in the future.

We wish you the best of luck in your job search and thank you for your interest in [Company Name].

Best regards,

[Your Name]

[Your Title]

[Company Name]