

Dear [Candidate Name],

Thank you for giving us the opportunity to review your application and for meeting with our team to discuss the [Job Title] position.

After careful consideration, we have decided not to move forward with your candidacy at this time. While your extensive experience and qualifications are very impressive, we believe that the scope of this particular role would not provide the level of challenge or career growth opportunities someone with your background deserves.

Our concern is that the responsibilities of this position may feel limiting for you, and we want to ensure that any candidate we hire is in a role that allows for continued professional development and long-term engagement.

We will keep your resume on file should a more senior-level position open up that better aligns with your expertise. We wish you the best of luck in your current job search and your future professional endeavors.

Best regards,

[Your Name]

[Your Title]

[Company Name]