

Dear [Candidate Name],

Thank you for giving us the opportunity to review your application for the [Job Title] position at [Company Name]. It was a pleasure to learn more about your background and professional achievements.

After a thorough review of your credentials, we have decided not to move forward with your candidacy at this time. While your highly specialized skillset and extensive experience are truly impressive, we believe that your level of expertise exceeds the requirements and scope of this particular role.

Our concern is that the current responsibilities of this position may not provide the level of challenge or complexity that matches your senior-level capabilities. We want to ensure that any candidate we hire is placed in a role where they can remain fully engaged and continue to grow professionally.

We will keep your resume on file should a more senior or specialized position open up that aligns more closely with your unique qualifications. In the meantime, we wish you the very best in your career pursuits and thank you for your interest in [Company Name].

Best regards,

[Your Name]
[Your Title]
[Company Name]