

Dear [Candidate Name],

Thank you for applying for the [Job Title] position and for your interest in growing your career within [Company Name].

We have carefully reviewed your application and experience. At this time, we have decided to move forward with other candidates whose current skill sets and qualifications more closely align with the specific requirements of this role.

We truly value your contributions to your current team. We encourage you to continue developing your skills in [Specific Skill Area] and to apply for future openings that match your professional goals.

If you would like to discuss specific feedback regarding your application or career development, please feel free to reach out to [Manager Name/HR Representative] to schedule a brief meeting.

Thank you for your continued dedication to the company.

Best regards,

[Your Name]  
[Your Title]