

Subject: Regarding your application for [Job Title] - [Candidate Name]

Dear [Candidate Name],

Thank you for taking the time to meet with our team to discuss the [Job Title] position. It was a pleasure learning more about your background and professional accomplishments.

After careful consideration and multiple interviews, we have decided not to move forward with your candidacy at this time.

While your technical skills and experience are impressive, our hiring process also focuses on finding the specific interpersonal fit that complements our current team dynamic and internal workflows. At this stage, we are looking for a profile that aligns more closely with the specific collaborative environment we are building within this department.

We appreciate the interest you have shown in [Company Name] and the time you invested in our recruitment process. We will keep your resume on file should a role that better matches your profile become available in the future.

We wish you the very best in your job search and your future professional endeavors.

Best regards,

[Your Name]

[Your Title]

[Company Name]