

[Date]

[Candidate Name]

[Address]

[City, State, Zip Code]

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 technical skills and experience are impressive, our selection process also focuses on alignment with the specific behavioral expectations and core values of our current team environment. At this stage, we feel that other candidates more closely match the cultural and behavioral attributes we are seeking for this particular role.

We appreciate the time and effort you invested in the interview process. Thank you for your interest in [Company Name], and we wish you the best of luck in your professional endeavors.

Sincerely,

[Your Name]

[Your Title]

[Company Name]