TEMPLATE: REJECTION EMAIL

Email Subject Line: Your Application for [Job Title] at [Company Name]

Hi [First Name],

Thank you for applying to our [Job Title] role and for speaking to our team about your experience. We appreciate your interest in [Your Company].

We were fortunate to have a strong group of applicants, and we regret to inform you that we have decided to pursue a more experienced candidate for this role. [Constructive Feedback].

We will keep your resume on file and reach out if we think you’d be a good fit for other roles as they become available.

We hope you will continue to stay connected with us on [Link to Social Profiles] and keep an eye on our career page [Link to Career Page] for future opportunities that may be a better fit.

We truly appreciate your time and consideration of [Company Name].

All the Best,

The [Company Name] Team

[Company Logo]