
Job Rejection Letter Before Interview

Innovative Tech Solutions

4567 Innovation Drive
Techville, CA, 94301
careers@innovativetech.com
September 21, 2024

Ms. Emily Johnson

1234 Riverside Drive
Techville, CA, 94301

Dear Ms. Johnson,

Thank you for applying for the position of Data Analyst at Innovative Tech Solutions. We have reviewed your application and appreciate your interest in our company.

After careful consideration, we regret to inform you that we will not be moving forward with your application to the interview stage. We received a large number of applications from candidates with qualifications that more closely align with our requirements for the Data Analyst position.

We encourage you to apply for future openings for which you qualify. We wish you the best of luck in your job search and professional endeavors. Thank you again for considering a career with Innovative Tech Solutions.

Warm regards,

John Carter

Human Resources Manager

Innovative Tech Solutions