

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for taking the time to share your background with us.

After carefully reviewing your application and experience, we have decided not to move forward with your candidacy at this time. While your professional background and qualifications are very impressive, we feel that your extensive experience exceeds the requirements and scope of this particular role.

We believe that your skills might be better suited for a more senior-level position that would offer the appropriate level of challenge and engagement for your career stage.

We will keep your resume on file should a position more aligned with your seniority become available in the future. We appreciate your interest in our organization and wish you the best of luck in your job search.

Best regards,

[Your Name]

[Your Title]

[Company Name]