

Subject: Invitation: Final Executive Panel Interview - [Candidate Name] - [Job Title]

Dear [Candidate Name],

Congratulations on reaching the final stage of our hiring process for the [Job Title] position at [Company Name].

We would like to invite you to a final panel interview with our executive leadership team. This session will focus on your strategic vision, leadership approach, and long-term fit within our organization.

Interview Details:

- **Panelists:** [Name/Title], [Name/Title], and [Name/Title]
- **Duration:** [e.g., 60 minutes]
- **Location:** [Office Address / Video Link]

Please select a convenient time from the options below (all times in [Timezone]):

- [Option 1: Date and Time]
- [Option 2: Date and Time]
- [Option 3: Date and Time]

Please reply to this email to confirm your preferred slot. We look forward to speaking with you again.

Best regards,

[Your Name]
[Your Title]
[Company Name]