

Dear [Candidate Name],

Congratulations! We are pleased to invite you to a virtual video interview for the [Job Title] position at [Company Name].

This interview will focus on behavioral competencies. We are interested in hearing about your past experiences and how you have handled specific situations in the workplace. We recommend using the STAR method (Situation, Task, Action, and Result) to structure your answers.

Interview Details:

- **Date:** [Date]
- **Time:** [Time] [Time Zone]
- **Platform:** [Link to Video Meeting, e.g., Zoom/Teams/Google Meet]
- **Interviewer(s):** [Interviewer Names and Titles]

Instructions:

- Please ensure you have a stable internet connection and a working camera/microphone.
- Log in to the meeting link 5 minutes before the scheduled start time.
- If you require any specific accommodations for this virtual format, please let us know in advance.

Please confirm your attendance by replying to this email by [Deadline Date/Time].

We look forward to speaking with you.

Best regards,

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