

Dear [Candidate Name],

Congratulations! Following our initial review of your application for the [Job Title] position with [Client Name], we are pleased to inform you that you have been shortlisted for the technical interview stage.

The purpose of this interview is to evaluate your technical proficiency and problem-solving skills in relation to the specific requirements of our client.

Interview Details:

- **Date:** [Date]
- **Time:** [Time]
- **Format:** [Video Call/In-person/Technical Test]
- **Duration:** [Duration, e.g., 60 minutes]
- **Interviewers:** [Names/Titles]
- **Platform Link:** [Insert Link if applicable]

Preparation:

Please ensure you are in a quiet environment with a stable internet connection. You may be asked to [complete a live coding exercise / walk through your portfolio / discuss specific frameworks].

Please confirm your availability by [Deadline Date/Time]. If the proposed time does not work for you, please let us know your availability for the next two business days.

We look forward to speaking with you.

Best regards,

[Your Name]

[Your Title]

[Agency Name]