

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name]. We have reviewed your application and would like to invite you to complete a technical skills assessment as the next step in our hiring process.

Assessment Details:

- **Test Type:** [e.g., Coding Challenge / Writing Sample / Portfolio Task]
- **Platform/Method:** [e.g., Link to portal / Attachment / In-person]
- **Duration:** [e.g., 60 minutes]
- **Deadline:** [Date and Time]

Instructions:

[Insert specific instructions or access links here. Mention if specific software or tools are required.]

The purpose of this test is to evaluate your proficiency in [Key Skill 1] and [Key Skill 2], which are essential for success in this role. Please ensure you are in a quiet environment with a stable internet connection before starting.

If you have any questions or encounter technical difficulties, please contact [Contact Name] at [Email Address/Phone Number].

We look forward to seeing your work.

Best regards,

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