

Subject: Invitation to Final Round Interview: Managing Director Role

Dear [Candidate Name],

Thank you for your time during the previous rounds of interviews for the Managing Director position. We are pleased to invite you to the final round of our selection process.

This final stage will consist of a meeting with [Names/Titles of Interviewers, e.g., the Board of Directors / CEO]. This will be an opportunity to discuss the company's long-term strategy and your vision for the organization's future.

Interview Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location/Link:** [Insert Physical Address or Video Call Link]
- **Duration:** [Insert Duration, e.g., 90 minutes]

[Optional: Please be prepared to present a brief 15-minute presentation on [Insert Topic].]

Please confirm your availability for this time slot by [Insert Date/Time]. If you have any questions prior to the meeting, feel free to reach out.

We look forward to speaking with you again.

Best regards,

[Your Name]

[Your Title]

[Company Name]