

Dear [Candidate Name],

Thank you for interviewing for the [Job Title] position at [Company Name]. We were impressed with your background and would like to invite you to participate in an on-site working trial day.

This trial will give you the opportunity to meet the team, experience our work environment, and demonstrate your skills through practical tasks. It also allows both of us to ensure that this role is the right fit.

Trial Details:

- **Date:** [Date]
- **Time:** [Start Time] to [End Time]
- **Location:** [Office Address/Department]
- **Reporting to:** [Manager Name]

What to Bring/Prepare:

[Insert details: e.g., Laptop, specific software, identification, or comfortable clothing]

Compensation:

[Insert details regarding payment for the day or mention if it is unpaid as part of the interview process]

Please confirm your availability by [Deadline Date/Time]. If you have any questions regarding the schedule or requirements, feel free to reach out.

We look forward to seeing you in person.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]