

Subject: Invitation to Language Proficiency Interview - [Language Name] - [Job Title]

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name]. As this role requires fluency in both English and [Language Name], the next step in our selection process is a Language Proficiency Interview.

The purpose of this interview is to assess your speaking and comprehension skills in [Language Name] to ensure you can effectively support our bilingual operations.

Interview Details:

- **Date:** [Date]
- **Time:** [Time] [Time Zone]
- **Format:** [Video Call / Phone Call / In-person]
- **Link/Location:** [Insert Link or Address]
- **Interviewer:** [Interviewer Name/Department]

The conversation will last approximately [Number] minutes and will be conducted primarily in [Language Name].

Please confirm your availability by [Deadline Date]. If you have any questions or need to reschedule, please let us know as soon as possible.

We look forward to speaking with you.

Best regards,

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