

Subject: Confirmation of Technical Assessment and Interview - Database Administrator Role

Dear [Candidate Name],

Thank you for your interest in the Database Administrator position at [Company Name]. We are pleased to invite you to the next stage of our recruitment process, which includes a technical assessment followed by a formal interview.

The details of your scheduled session are as follows:

- **Date:** [Date]
- **Technical Assessment Time:** [Start Time] to [End Time]
- **Interview Time:** [Start Time]
- **Location/Link:** [Physical Address or Video Call Link]

**Technical Assessment Details:**

The assessment will evaluate your proficiency in SQL, database design, performance tuning, and backup/recovery strategies. Please ensure you have access to a stable internet connection and [Specific Software/Environment] if required.

**Interview Panel:**

You will be meeting with [Interviewer Name], [Title], and [Interviewer Name], [Title].

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

We look forward to speaking with you.

Best regards,

[Your Name]

[Your Title]

[Company Name]