

Subject: Confirmation: Interview for [Job Title] - [Candidate Name]

Dear [Candidate Name],

Thank you for speaking with us during the initial screening. We are pleased to invite you to the next stage of the process, which is a video interview with our client, [Client Company Name].

The details of the interview are as follows:

- **Position:** [Job Title] (Contract)
- **Date:** [Date]
- **Time:** [Time] [Time Zone]
- **Interviewers:** [Interviewer Name(s) and Title(s)]
- **Format:** [Video Link / Meeting ID / Phone Number]

This interview will focus on your technical expertise and your fit for this specific contract project. Please ensure you are in a quiet location with a stable internet connection.

Please reply to this email to confirm your availability for the scheduled time.

Best regards,

[Your Name]

[Your Title]

[Your Agency Name]