

Subject: Update regarding [Job Title] position

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for the time you have invested in the application process.

We are writing to inform you that, due to changes in our current business requirements, the recruitment for this position has been cancelled. This decision is due to internal restructuring and is not a reflection of your qualifications or performance during the interview process.

We will keep your resume in our database for future opportunities that may align with your background. We encourage you to continue monitoring our careers page for any new openings.

Thank you again for your interest in [Company Name]. We wish you the very best in your job search and professional endeavors.

Best regards,

[Your Name]

[Your Title]

[Company Name]