

Dear [Candidate Name],

Thank you for taking the time to complete the written communication assessment for the [Job Title] position at [Company Name].

After carefully reviewing your submission, we regret to inform you that we will not be moving forward with your application at this time. Our decision is based on the results of the written assessment, as we are looking for a specific level of proficiency in written communication that aligns with the requirements of this role.

We appreciate the interest you have shown in our company and the effort you put into the recruitment process. We will keep your resume on file for future opportunities that may better match your skill set.

We wish you the best of luck in your job search and your professional endeavors.

Best regards,

[Your Name]

[Your Title]

[Company Name]