

Subject: Update regarding your status in our Talent Roster

Dear [Candidate Name],

Thank you for your continued interest in [Company Name]. We are writing to provide an update regarding your placement in our active talent roster.

After a periodic review of our current hiring priorities and upcoming project requirements, we have decided to remove your profile from our active candidate pool at this time. This decision is based on a shift in the specific skill sets and experience levels we are prioritizing for our future openings.

Please note that this does not reflect a negative evaluation of your professional qualifications, but rather a misalignment with our immediate strategic needs. Your information will be handled in accordance with our data retention policy.

We appreciate the time you invested in our application process and wish you the very best in your professional endeavors.

Best regards,

[Your Name/Department Name]
Talent Acquisition Team
[Company Name]