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﻿

Dear [Candidate name]

The final interview we conducted ended on a positive note.

Out of all the candidates that applied for this job position [mention job position], we have selected you for the said position because of your skills and experience. We think you would be a perfect fit for our team. You qualify for the [mention job title] with [mention organization name].

Therefore, we would like to call you to discuss further details related to the job offer.

Please share a suitable time when you will be available for a call.

Sincerely

[Sender Name]