### Example 4: Video Conferencing Interview Invitation Email

Subject: Availability for Video Interview for [Position] at [Company]

Hello [Candidate’s name],

Thank you for your application for the position of [Position] at our company. After looking over your resume, we would like to move forward with a video conferencing interview using [App or Platform name].

Here are our suggested slots:

[Day, Time 1]

[Day, Time 2]

[Day, Time 3]

Please reply to this email to let us know your preferred interview time. Once we receive your confirmation, we will share the video conferencing link for you to join.

We look forward to interacting further with you.

Sincerely,

[Name]

[Job title]