* Career Module

* Mail to candidate (Thank you)

Subject :- Thank you for your application

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| Company logo |

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Hello <candidate\_name>

Thank you for applying to the <job\_title> position at <company\_name>.

I would like to inform you that we received your resume. Our hiring team is currently reviewing all applications and we are planning to schedule interviews as soon as possible. If you are among qualified candidates, you will receive call or email from our one of our recruiters to schedule a telephonic interview. In any case, we will keep you posted on the status of your application.

Thank you, again for taking the time to apply to this role at [company\_name.]

Best regards,

<recruiter/admin\_name>

<company\_name/logo>

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| Copyright area |

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* Mail to HR (Resume attachment)

Subject :-Application for <job\_title>

Attachment :- <candidate\_resume>

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Dear Sir/Ma'am,

I am applying for the position of <job\_title> at <company\_name>.

As requested in the job description, please find my resume attached alongside a cover letter. In my cover letter, I explain why I am applying for the position, my previous experience and salary expectations.

If you have any questions, you can email <email\_address> or call <phone\_number> me.

Kindest regards,

<candidate\_name>

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* ContactUs Module

* Mail to admin (contact support)

Subject :- Inquiry

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Dear Admin,

You have received a new contact from <user\_name>

Phone : <phone>

Email : <email\_address>

Message : <message>

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| Copyright area |

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* Mail to user/visitor (Thank you)

Subject :- Thanks for contacting, <user\_name> - Any feeback ?

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| Company logo |

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Thank you for contacting us!

We have received your message we will reach you out as soon as possible.

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| Copyright area |

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