Dear <Name>,

I am grateful for the interest you have shown in my job application for the Embedded Engineer position and the opportunity to interview at < Company Name>. However my circumstances have recently changed and I am no longer available for this position. I must respectfully cancel our job interview on Friday 28th May <Year> at 05:00 PM.

Thank you for your time and consideration and I wish <Company Name> every success in the future.

Thanks and best regards,

Hao Le

Dear <Name>,

Thank you very much for considering me for the position of Embedded Software Engineer with < Company Name >. After careful consideration, I would like to withdraw my application for the job.

While I appreciate the challenging opportunity you offer, I have had another offer which I believe more closely aligns with my current career goals and interests. Therefore, although it was a difficult decision, I must decline your offer.

I sincerely appreciate you taking the time to interview me and to share information on the opportunity and your company.

Again, thank you for your consideration and the time you shared.

Sincerely,

Hao Le