

To: hr@abc.com

Subject: Seeking Additional Information About Web Developer Role

Dear HR Sir/Madam,

I hope this email finds you well. I am reaching out about the Web Developer position at ABC Limited, as mentioned in your recent job posting. While the information provided was helpful, I have a few additional questions I hope you can clarify:

1. Is this position designated as a Senior or Junior Role?
2. If I am shortlisted after applying, when will the interview take place, and what steps should I follow next?
3. If I am invited for an interview, will it be conducted remotely, or will I need to attend it at your office?

I'd appreciate your prompt response to help me better prepare my application. Thank you for your time and assistance.

Best regards,
MD AHMODULLAH