**Language for 1st UCD interview invite e-mail**

**Subject:** ANR enter department name and position title here Recruitment - Interview Invite

Dear NAME:  
  
After reviewing your application for the Agriculture and Natural Resources – enter position title here position (posting # enter posting # here), in the enter department name here, the Search Committee would like to invite you to the University of California, Davis Campus to interview.   
  
I have scheduled an interview with you and the search committee on enter date and time here. Your 1-hour interview will be followed by an exercise that will take approximately 45 minutes to complete.  You may wish to visit the enter department name here’s webpage for background information about the department: enter website address here.

Once you have confirmed your availability, I will forward detailed information regarding the interview, including directions.  
  
Please confirm your availability to interview by responding to my e-mail.  And please don’t hesitate to contact me if you have questions regarding the position.  
  
Thank you,