**Subject:** ANR enter position title here - Second Interview Invite

Dear NAME:

I am very pleased to inform you that the Search Committee for the ANR enter position title here position (job# enter job# here) has recommended you to the selection panel as a finalist for the position.

The selection panel invites you to a second interview on enter date and time here, in the University of California – Office of the President Building located at 1111 Franklin Street, in Oakland. Please confirm your availability to interview.

If you are not available, please provide an alternate time.

Best Regards!