

Date: [Date]

To: [Hiring Manager Name]

[Company Name]

[Company Address]

RE: Candidate Submittal for Senior Technical Specialist - [Candidate Name]

Dear [Hiring Manager Name],

Please find attached the resume of [Candidate Name] for the Senior Technical Specialist position. After a thorough screening process, I am confident that their technical expertise and leadership experience align perfectly with your team's requirements.

### **Candidate Highlights:**

- **Technical Expertise:** [Number] years of experience in [Core Technology/Skill 1] and [Core Technology/Skill 2].
- **Project Leadership:** Successfully led [Type of Project] resulting in [Quantifiable Result].
- **Problem Solving:** Proven track record of resolving complex technical architecture issues.
- **Education/Certifications:** [Relevant Degree or Certification, e.g., AWS Certified Solutions Architect].

### **Employment Details:**

- Current Salary: [Amount]
- Salary Expectation: [Amount]
- Notice Period: [Period]
- Current Location: [City/State]

I have interviewed [Candidate Name] extensively and believe they possess the senior-level insight necessary to drive your current technical initiatives forward. They are available for an interview on [Available Dates/Times].

I look forward to your feedback regarding the next steps.

Best regards,

[Your Name]

[Your Title]

[Recruitment Agency Name]

[Phone Number]

[Email Address]