

Dear [Hiring Manager Name],

I am pleased to submit [**Candidate Name**] for the position of [**Job Title**]. After a thorough screening process, I have identified them as a top-tier professional who uniquely combines native-level fluency in [**Language 1**] and [**Language 2**] with a highly specialized background in [**Niche Skillset/Industry**].

Candidate Overview:

- **Full Name:** [Candidate Name]
- **Current Role:** [Current Job Title]
- **Total Years of Experience:** [Number] years
- **Education:** [Degree/Certification]

Key Qualifications:

- **Bilingual Proficiency:** Proven ability to conduct complex business operations and technical negotiations in both [Language 1] and [Language 2].
- **Niche Expertise:** Extensive experience in [Specific Technical Skill, e.g., SAP Implementation, Regulatory Compliance, etc.], which is rarely found in the current bilingual talent pool.
- **Relevant Achievement:** Successfully managed [Specific Project/Task] resulting in [Quantifiable Result].

Logistics:

- **Availability:** [Notice Period/Start Date]
- **Salary Expectation:** [Amount/Negotiable]
- **Work Authorization:** [Visa Status/Right to Work]

Attached is the candidate's updated resume for your review. I am confident that [Candidate Name] possesses the exact cross-functional skills required to excel in this role. I look forward to your feedback regarding next steps for an interview.

Best regards,

[Your Name]
[Your Title]
[Your Company Name]