

**To:** [Hiring Manager Name/Title]

**From:** [Your Name/Firm Name]

**Date:** [Date]

**Subject:** CONFIDENTIAL: High-Value Executive Candidate - [Niche Skillset/Specialization]

Dear [Hiring Manager Name],

I am writing to formally submit a highly qualified candidate for your consideration regarding the [Job Title] position. Due to the candidate's current executive standing, this submittal is strictly confidential.

**Candidate Code:** [ID Number/Initials]

**Current Role:** [Current Executive Title]

**Target Skillset:** [Specific Niche Skill 1], [Specific Niche Skill 2], and [Specific Niche Skill 3]

**Executive Summary:**

[Candidate Code] is a seasoned leader with [Number] years of experience specifically within the [Industry] sector. They possess a rare combination of [Technical/Niche Skill] and executive-level strategic oversight. Key achievements include:

- [Achievement 1: Quantifiable result related to niche skill]
- [Achievement 2: Quantifiable result related to leadership/scale]
- [Achievement 3: Specific industry recognition or transformation project]

**Candidate Motivation & Fit:**

The candidate is specifically interested in [Company Name] due to [Reason]. They have demonstrated the ability to [Solve specific pain point for the company].

**Financial & Availability:**

- **Current Compensation:** [Amount/Package]

- **Expectations:** [Amount/Range]

- **Notice Period:** [Length of Time]

I have attached the redacted CV for your initial review. Please let me know your availability for a brief call to discuss this candidate's background in further detail and to arrange a confidential introduction.

Best regards,

[Your Signature]

[Your Title]

[Contact Information]