

Dear [Hiring Manager Name],

I am writing to introduce an exceptional professional who is currently "off-market" but open to a strategic move for the right opportunity. Having worked closely with your team, I believe this individual's track record aligns perfectly with [Company Name]'s growth objectives.

Candidate Profile: [Job Title/Specialization]

- **Key Achievement:** [e.g., Generated \$2M in new revenue within 12 months]
- **Core Expertise:** [e.g., Full-stack development, SaaS sales, or Supply chain optimization]
- **Experience:** [Number] years within the [Industry] sector.
- **Cultural Fit:** Known for [e.g., high-velocity leadership/collaborative problem solving].

This candidate is not actively applying to public job boards and is exclusively considering high-impact roles. Given their specific expertise in [Specific Skill], they would be a significant asset to your [Department Name] team.

Please let me know if you would like to review their anonymized resume or schedule a brief introductory call to discuss how their background fits your current roadmap.

Best regards,

[Your Name]

[Your Title]

[Your Company/Agency Name]

[Your Phone Number]