

Dear [Hiring Manager Name],

I am pleased to submit [Candidate Name] for the [Job Title] freelance position. After reviewing the project requirements, I believe their technical skills and extensive experience in remote collaboration make them an ideal fit for your needs.

Candidate Overview:

- **Name:** [Candidate Name]
- **Role:** [Candidate Professional Title]
- **Relevant Skills:** [Skill 1], [Skill 2], [Skill 3]
- **Experience:** [Number] years of freelance/remote experience.

Why they are a strong fit:

[Candidate Name] has a proven track record of delivering high-quality results while working independently across various time zones. They are proficient in [Software/Tools] and have consistently met deadlines in fast-paced remote environments.

Logistics:

- **Availability:** [Immediate / Specific Date]
- **Hourly/Project Rate:** [Rate]
- **Time Zone:** [Candidate Time Zone]

I have attached their portfolio and resume for your review. Please let me know when you would be available to schedule a brief introductory call.

Best regards,

[Your Name]

[Your Title]

[Your Company/Agency Name]