

Dear [Hiring Manager Name],

I am pleased to submit the following specialized offshore candidate for the position of [Job Title] at [Company Name].

Candidate Details:

- **Full Name:** [Candidate Name]
- **Primary Expertise:** [Specific Technical Skill/Specialization]
- **Experience Level:** [Number] Years
- **Current Location:** [Country/City]
- **Availability:** [Immediate/Notice Period]
- **Language Proficiency:** [English Level/Other Languages]

Professional Summary:

[Brief 2-3 sentence overview of the candidate's core strengths, specific offshore project experience, and technical certifications.]

Key Projects & Accomplishments:

- [Highlight 1: Notable project or metric]
- [Highlight 2: Specific tool or methodology used]
- [Highlight 3: Previous experience working with Western/Global teams]

Logistical Information:

- **Work Schedule:** [Time Zone Overlap, e.g., GMT+5 / 4 hours overlap with EST]
- **Remote Setup:** [Confirmed High-speed internet/Hardware availability]
- **Requested Rate/Salary:** [Amount]

Attached you will find the candidate's full resume and portfolio for your review. Please let me know your availability for a screening call or a technical interview.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Phone Number]

[Your Email]