

Date: [Date]

To: [Hiring Manager Name]

Title: [Title]

Company: [Company Name]

Subject: Candidate Submittal - [Candidate Name] - [Job Title/Reference Number]

Dear [Hiring Manager Name],

I am pleased to submit [Candidate Name] for the position of [Job Title]. [Candidate Name] is a highly skilled [Specialty] expert with over [Number] years of international experience in the [Industry] sector.

This candidate possesses specialized technical expertise specifically required for your international operations, including:

- [Key Technical Skill 1]
- [Key Technical Skill 2]
- [Relevant Software or Certification]

In addition to their technical proficiency, [Candidate Name] has a proven track record of successful expatriate assignments in [List Countries/Regions]. They possess the cultural adaptability and linguistic skills necessary to lead teams in diverse environments and are fully prepared for relocation to [Work Location].

Highlights of their qualifications include:

- [Specific Achievement 1]
- [Specific Achievement 2]

Attached are the candidate's resume, technical portfolio, and expatriate readiness assessment. We have confirmed their availability and interest in the compensation package outlined for this international role.

I look forward to discussing how [Candidate Name] can contribute to your global team.

Sincerely,

[Your Name]

[Your Title]

[Your Agency/Department]