

To: [Hiring Manager Name]

From: [Your Name/Recruitment Agency]

Date: [Current Date]

Subject: URGENT: Expatriate Candidate Submittal - [Candidate Name] - [Job Title]

Dear [Hiring Manager Name],

I am submitting the following expatriate candidate for your urgent review regarding the [Job Title] position in [Location].

Candidate Details:

- **Full Name:** [Candidate Name]
- **Current Location:** [City, Country]
- **Nationality:** [Nationality]
- **Notice Period:** [Number of Days/Weeks]
- **Availability for Interview:** [Date/Time]

Key Qualifications:

- [Key Achievement 1]
- [Key Achievement 2]
- [Relevant International Experience]

Mobilization Status:

The candidate possesses a valid [Type of Visa/Passport] and is prepared for immediate relocation. They have previously worked in [Region/Country] and are familiar with the local compliance and cultural requirements.

Given the urgent nature of this requirement and the candidate's competing offers, I recommend scheduling a preliminary interview within the next [Number] hours.

Please find the CV and supporting documents attached.

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Phone Number]