

Dear [Hiring Manager Name],

I am pleased to submit [**Candidate Name**] for the position of [**Job Title**] at [**Company Name**].

[Candidate Name] is a highly experienced professional returning to the industry after a [Length of Time] hiatus. Having previously spent [Number] years in [Industry/Specialization], they possess a deep foundational knowledge and a proven track record of success that minimizes the need for extensive onboarding.

Key Highlights:

- **Proven Expertise:** Previously held the role of [Previous Title] at [Previous Top Company], managing [Specific Responsibility].
- **Updated Skills:** During their time away, they stayed current with industry trends by [Certification/Course/Project].
- **Immediate Value:** Their maturity and prior industry insight allow them to provide strategic value from day one.

I have attached their updated resume for your review. [Candidate Name] is eager to re-enter the workforce and apply their seasoned perspective to your current challenges. I am confident they represent a low-risk, high-reward hire for your team.

Please let me know your availability for a brief introductory call or interview.

Best regards,

[Your Name]

[Your Title]

[Your Agency/Company Name]