

Dear [Client Name],

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

[Candidate Name] is a returning professional who previously worked with [Your Company Name / Former Company] as a [Former Title]. They are now looking to re-enter the workforce after a career break focused on [Reason for break, e.g., professional development / personal commitments].

**Key Qualifications:**

- [Number] years of experience in [Industry/Field].
- Proven expertise in [Technical Skill 1] and [Technical Skill 2].
- Strong track record of [Specific Achievement or Project].

Despite their time away, [Candidate Name] has maintained their industry knowledge through [Certification/Coursework/Consulting] and remains a high-caliber professional with a deep understanding of our operational standards.

I have attached their updated resume for your review and would highly recommend scheduling an interview to discuss how their experience aligns with your current team goals.

Best regards,

[Your Name]

[Your Title]

[Your Phone Number]

[Your Email Address]