

Subject: Urgent: Accelerated Interview Process - [Candidate Name] - [Job Title]

Dear [Hiring Manager Name],

I am writing to recommend that we immediately accelerate the interview timeline for [Candidate Name] for the [Job Title] position.

Following our initial screening, it is clear that [Candidate Name] is a high-caliber talent who aligns perfectly with our requirements. However, the candidate has disclosed that they are currently at a final stage with another firm and are expecting an offer shortly. Furthermore, they are currently in a critical role at their current company, making them a significant "counter-offer risk" once they resign.

To secure this candidate and minimize the window for a counter-offer or a competing start date, I propose the following:

- Move the [Next Stage, e.g., Panel Interview] to [Date/Time].
- Consolidate the remaining interview steps into a single day.
- Prepare a preliminary offer outline for immediate approval should the interview be successful.

Please let me know your availability for a brief sync-up today to finalize this schedule.

Best regards,

[Your Name]

[Your Title]