

Dear [Hiring Manager Name],

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

After a thorough screening, I believe [Candidate Name] is an exceptional match due to their experience in [Key Skill 1] and [Key Skill 2]. However, I want to highlight that this candidate is currently classified as a high retention risk at their current organization.

Key factors contributing to this risk include:

- [Factor 1: e.g., Limited upward mobility or restructuring]
- [Factor 2: e.g., Significant gap between market value and current compensation]
- [Factor 3: e.g., Seeking a specific culture or project type not available at current firm]

Because the candidate is actively seeking an immediate change and may be engaged in other interview processes, I recommend an expedited review of their application to ensure we do not miss the opportunity to secure their talent.

Please let me know your availability to schedule an initial interview.

Best regards,

[Your Name]
[Your Title]
[Your Company]