

Dear [Hiring Manager Name],

**Subject: Urgent Batch Submittal - [Job Title/Role] - [Number of Candidates] Candidates**

In response to your urgent requirement for volume hiring for the [Project Name/Department] role, please find attached a batch of [Number] qualified candidates for your immediate review.

All candidates in this submittal have been pre-screened and meet the following criteria:

- [Key Requirement 1]
- [Key Requirement 2]
- Availability for immediate joining or short notice periods.

**Batch Summary Table:**

<b>Candidate Name</b>	<b>Total Experience</b>	<b>Current Location</b>	<b>Notice Period</b>
[Candidate 1 Name]	[Years]	[City]	[Days]
[Candidate 2 Name]	[Years]	[City]	[Days]
[Candidate 3 Name]	[Years]	[City]	[Days]

Attached are the individual resumes and evaluation notes for each candidate. Given the urgency of this requirement, please let us know your availability to schedule interviews for this batch by [Date/Time].

Best regards,

[Your Name]  
[Your Title]  
[Your Company Name]  
[Phone Number]