

Subject: Reconnecting regarding career opportunities at [Company Name]

Dear [Candidate Name],

I hope you are doing well.

We are currently revisiting our talent network and noticed that you previously expressed interest in a role at [Company Name]. Although we haven't been in touch for some time, your background in [Candidate's Specialty/Field] remains very impressive to us.

Our team is currently growing, and we have several new openings that may align with your professional growth and experience. We would love to catch up, hear about what you have been working on lately, and discuss how your goals might fit with our current mission.

Are you available for a brief 15-20 minute introductory call this week? Please let me know your availability, or feel free to book a slot directly via this link: [Insert Calendar Link].

I have also attached your previous resume to this email. Please feel free to send over an updated version if you have one.

Looking forward to hearing from you.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]