

Subject: Reconnecting: New Opportunities at [Company Name]

Dear [Candidate Name],

I hope this email finds you well.

You have been a valued member of our Talent Network, and we have continued to follow your professional growth with interest. We are currently expanding our [Department Name] team and, given your previous interest in [Company Name] and your background in [Skill/Field], we would love to reconnect.

We are interested in discussing the [Job Title] role with you. Based on your profile, we believe your experience could be a great fit for the current goals of our team.

Would you be available for a brief 20-minute introductory call to catch up and discuss this opportunity? Please let us know your availability for the following days:

- [Day/Date] at [Time Slot]
- [Day/Date] at [Time Slot]
- [Day/Date] at [Time Slot]

Alternatively, feel free to send over an updated version of your resume or a link to your portfolio before we chat.

We look forward to hearing from you.

Best regards,

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