

Subject: Casual chat regarding [Job Title] role

Hi [Candidate Name],

I hope you are having a good week.

I enjoyed reviewing your profile and would love to connect for a brief, informal conversation about the [Job Title] position here at [Company Name]. I think your background in [Specific Skill/Area] is very interesting, and I'd like to tell you more about what we are building.

This wouldn't be a formal interview-just a chance for us to get to know each other and for you to ask any questions you might have about the team.

Are you free for a 15-20 minute [phone call/video chat] on any of the following days?

- [Day, Date] at [Time]
- [Day, Date] at [Time]
- [Day, Date] at [Time]

If none of those work, let me know what your schedule looks like and we can find a better time.

Looking forward to hearing from you.

Best regards,

[Your Name]

[Your Title]

[Company Name]