

Subject: Scaling our [Department] team at [Company Name] / [Round Type] Funding

Dear [Recipient Name],

I am writing to share that [Company Name] has officially closed our [Round Type, e.g., Series A] funding round of \$[Amount]. With this capital, our primary focus is now the rapid expansion of our [Department Name, e.g., Engineering] team to meet our Q3 and Q4 product milestones.

Because we operate as a remote-first organization, we are looking to hire high-performing talent across [Timezones/Regions]. We are specifically looking for individuals with expertise in [Key Skill 1] and [Key Skill 2].

I have attached our current hiring roadmap and the specific job descriptions for the following roles:

- [Role Title 1]
- [Role Title 2]
- [Role Title 3]

If you know of any exceptional candidates within your network who thrive in a remote environment, I would greatly appreciate an introduction. We offer competitive compensation, equity packages, and a culture built on autonomy.

I am happy to jump on a quick call to discuss our growth strategy or the specific profiles we are looking for.

Best regards,

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